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"Y"

33-3

Y

DESIGNS  
DIVISION



© 1909

Room 2605.

# Record Filing Cabinets

C-18



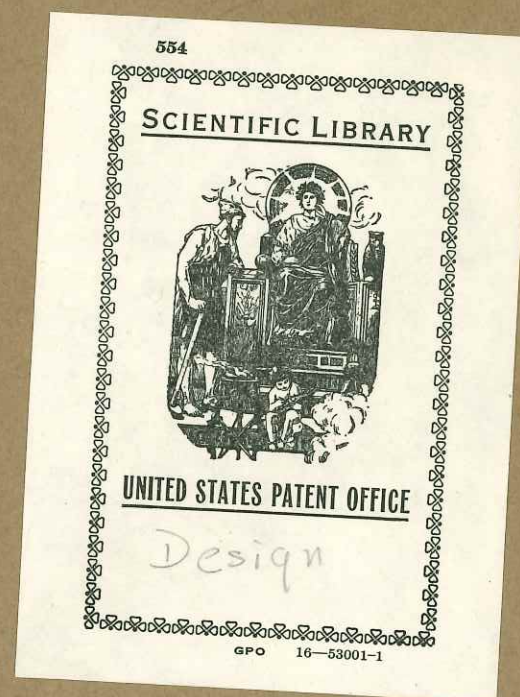
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915E

SECOND EDITION





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# RECORD FILING CABINETS



## WASHINGTON BRANCH:

614 12th Street

Telephone "Main 2965"

G. JANSSEN.

## YAWMAN AND ERBE MFG. CO.

Main Factories and Executive Offices

ROCHESTER, N. Y.

### FILING EQUIPMENT STORES

BOSTON, 68 Franklin Street  
NEW YORK, 360 Broadway  
PHILADELPHIA, 724 Chestnut Street  
WASHINGTON, 614 Twelfth Street  
PITTSBURG, 723 Liberty Avenue  
CLEVELAND, 611 Superior Ave., N. E.  
CHICAGO, 140-142 Wabash Avenue

ST. LOUIS, 821 Locust Street  
LOS ANGELES, 420-422 South Broadway  
SAN FRANCISCO, 712-16 Mission Street  
THE OFFICE SPECIALTY MFG.  
CO., LIMITED { Toronto-Montreal-Winnipeg  
                  { Ottawa-Calgary-Vancouver  
GREAT BRITAIN, The Shannon Ltd., London

Second Edition, March, 1909.

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# RECORD FILING CABINETS



## General Cabinet Catalog 915E

(REPLACING CATALOG 914E)

Describing, Illustrating and Pricing All Correspondence and Record  
Filing Cabinets—both Sectional and Solid Construction  
—of "Y and E" Manufacture

FOR INDEX AND TERMS SEE PAGE 4

### YAWMAN AND ERBE MFG. CO.

Main Factories and Executive Offices

ROCHESTER, N. Y.

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BOSTON, 68 Franklin Street  
NEW YORK, 360 Broadway  
PHILADELPHIA, 724 Chestnut Street  
WASHINGTON, 614 Twelfth Street  
PITTSBURG, 723 Liberty Avenue  
CLEVELAND, 611 Superior Ave., N. E.  
CHICAGO, 140-142 Wabash Avenue

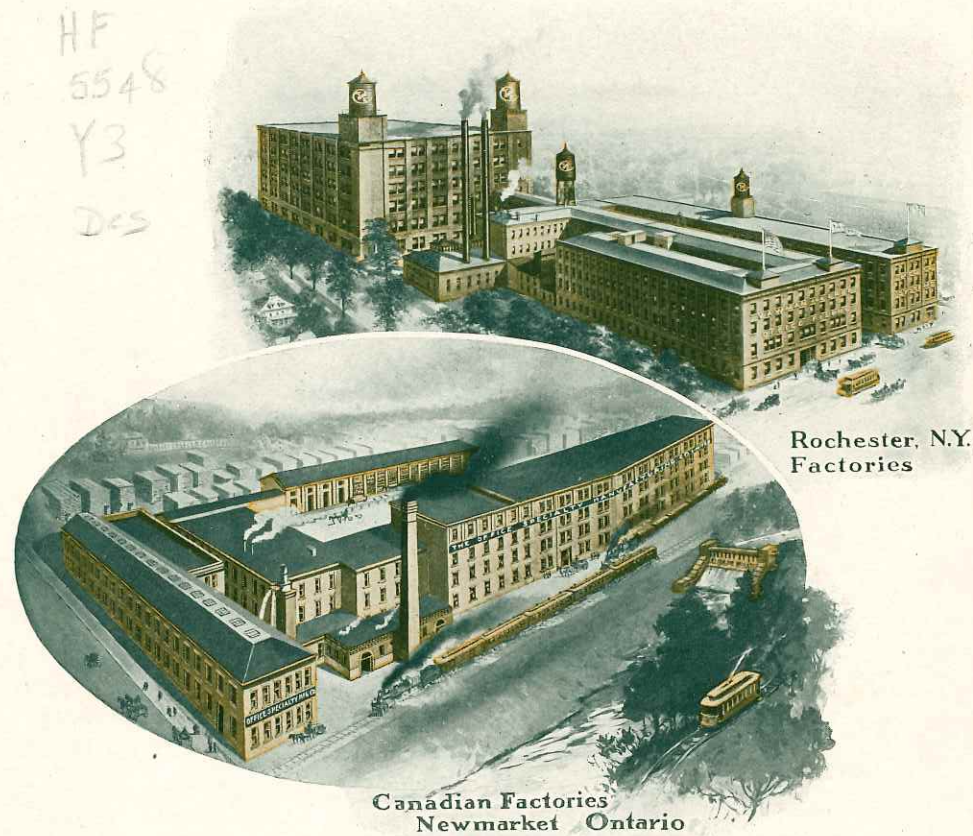
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CO., LIMITED { Toronto-Montreal-Winnipeg  
Ottawa-Calgary-Vancouver  
GREAT BRITAIN, The Shannon Ltd., London

UNITED STATES PATENT OFFICE

Design

GPO 16-53001-1





## YAWMAN AND ERBE MFG. CO.

Makers of  Office Filing Systems, Including:

"Y and E" Sectional Filing Cabinets	Genuine Shannon System of Filing
"Y and E" Vertical System of Filing	"Y and E" Check Filing Systems
"Y and E" Card Index Systems	"Y and E" Legal Blank Systems
"Y and E" Card Ledger Systems	"Y and E" Document Filing Systems
"Y and E" Commercial Report Systems	"Y and E" Rapid Roller Letter Copier

And other High-Grade Labor-Saving Office Devices

**T**HE fact that the big "Y and E" factories complete are owned solely by the Yawman and Erbe Manufacturing Company is the best possible guaranty to our customers that "Y and E" Sectional Filing Cabinets and Supplies will always be obtainable.

## Record Filing Cabinets

Mechanical Side of  System



**T**HESE pages show a larger and more varied line of Office Filing Equipment *than ever before* displayed in a single catalog or by any one maker.

*This second edition* of Catalog No. 915E contains no price changes, nor other important alterations from the first edition. Additions to the "Y and E" line, however, will be found in new bill-size Vertical Tray, page 24; new Card Section No. 38 for cards 5x8 in., page 29; and new Map Routing Section No. 89 on page 42. New illustrations of goods previously listed are the two-drawer 5x8 Card Cabinet, page 32, and Single Document File with cloth jacket, page 39.

In the "Y and E" Factories every bit of work which does not require SPECIAL THINKING—which can be made automatic—is handled by the most improved machinery. This Nailing Machine, for example, does far better work than could be done by hand, and in addition, does AS MUCH work as four men could do in the same period of time.

If, moreover you find this variety of Filing Equipment a little bewildering, remember one fact: The "Y and E" purpose back of this book is not to load up the business house with every device that it could possibly use, but to afford the most accurate selection of record files to fit the work in hand. For the "Y and E" slogan is—"Filing Systems that Simplify."

**A**NOTHER reason:

The small progressive business is here enabled to secure inexpensive files of limited capacity, yet equally efficient from a filing standpoint with those of larger organizations.

**O**F the *indexing methods*, which are the true basis of every rightly constructed Filing System, this catalog does not treat at all.

Indexing methods *must be specific*, not general. We maintain a corps of representatives trained in the "Y and E" idea that it is the indexing method—not the mechanical device—that gives Filing System efficiency. We supplement these men by a thorough-going System Department at the "Y and E" Home Office. Any business man (anywhere) may secure this "Y and E" System Service without extra charge.

All "Y and E" Filing System Supplies are described and priced in a separate Catalog—No. 1149. Please ask for it



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## Supplies for "Y and E" Systems:

**W**E have devoted a special catalog to Filing System Supplies. This catalog covers Indexes, Binding Cases and Supplies for Shannon, Vertical, Commercial Report, Check and Document Filing, and stock ruled and printed cards and guides for Card Index and Card Ledger, together with other miscellaneous supplies. Please ask for catalog No. 1149, provided it does not accompany this catalog.

## Terms of Delivery

**T**HE prices quoted in this catalog are net, for the goods delivered, freight prepaid, on all shipments of not less than 100 lbs. to all railway stations in the United States east of New Mexico, Colorado, Wyoming and Montana, when shipped direct from our Factories.

On all shipments of not less than 100 lbs. to stations west of the eastern boundary lines of the above named States, 15 per cent must be added to cover excess freight charges. On goods shipped by express, and on freight shipments of less than 100 lbs., we do not pay charges, except where this catalog specifies "Shipped Prepaid."

All prices in this catalog are strictly net—lowest possible, quality considered, sold direct through our own selling agencies—and are subject to change without notice.

Our liability for any shipment ends when we receive bill of lading from transportation company

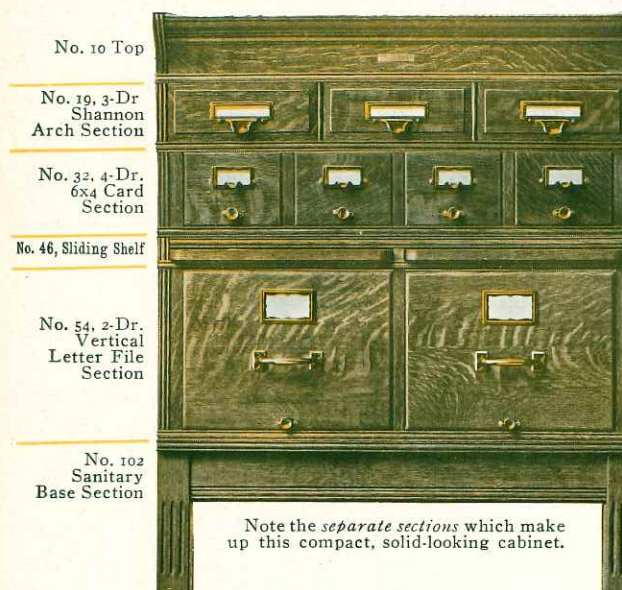
## The Idea About Sectional Cabinet Construction

**"BUY** as you need them—build as you want them"—is the apt description by one "Y and E" representative of our Sectional Cabinet Construction. Should you be unfamiliar with the principle involved, the illustrations on this and other pages will make the point clear. Limits in capacity required or space obtainable form the *only* rea-



Ask the "Y and E" representative to demonstrate his Sectional Building Blocks.

sonable basis for selecting *solid* construction instead of "Y and E" Sectional. The solid, permanent appearance of "Y and E" Sectional Stacks deserves special emphasis. A simple "Y and E" device for interlocking sections provides all the rigidity to be possibly desired.



Note the separate sections which make up this compact, solid-looking cabinet.



### The "Y and E" Idea About Prices

**M**R. DOOLEY says:

"Whiniver annybody offers to give you somethin' f'r nawthin', or somethin' f'r less thin it's worth, or more f'r somethin' thin its worth, don't take anny chances. Yell f'r a polisman."


A Filing Cabinet is like an egg—its *entire value* depends upon its *quality!*


No piece of household furniture begins to get the daily "hammering" received by a filing cabinet. File drawers loaded with letters, papers, card indexes and index guides are surprisingly heavy. A quickly closed or opened drawer opposes with the entire weight of the contents the strength of both drawer and cabinet.

Few localities have a dry atmosphere. Even if the cabinet should not come apart, would you consider you had bought it cheaply—no matter what the price—if you could only open the drawers by main strength? Or if—to prevent sticking—they must be fitted so loosely as *not* to be dust proof?

The real problem is how to make filing cabinets *strong enough*. And simple enough in action. And most saving in space for the capacity provided.

Enormous output plus splendid factory organization has *reduced* the cost and *raised* the quality of "Y and E" Filing Equipment to the last degree. And the "Y and E" plan of *selling direct* to the consumer through our own trained representatives has kept the selling price—value for dollar—so low that *we court* rigid comparison—quality considered.

Back of the  output and organization is the policy which has won success for the founders of this "Y and E" business from the very start: the desire to give—as well as receive—a square deal; and backed by the financial ability and responsibility to make the guaranty good.

Divide  Cost by length and quality of "Y and E" cabinet Service. *Result:* The GREATEST OBTAINABLE VALUE FOR DOLLAR and hence, LEADERSHIP in the line, demonstrated, indeed, within the pages of this very catalog!

### "Y and E" Materials

**T**HE standard wood used in all "Y and E" Filing Cabinets, whether sectional or solid construction, is extremely choice quartered oak. "Y and E" Sectional Cabinets are also carried in stock in figured mahogany.

### "Y and E" Standard Finish

**I**N oak all "Y and E" stock cabinets are golden in color and dull in lustre. This wax finish, known as "Y and E" No. 10, is exceptionally beautiful and wears like iron.

In mahogany all Equipment listed as stock has also a dull wax finish, known as "Y and E" No. 12, the dark reddish shade of which brings forth the beautiful grain of this wood to the greatest degree.

Weathered oak has also a "Y and E" standard, samples of which may be seen at any "Y and E" store. Quotations on special finishes and other woods will be furnished on request.

Illustrating "Y and E" Method of side-locking Sections of equal height in stacks side by side, giving the solidity of a solid construction Cabinet. The thumbscrew is quickly removed or inserted.





## Trimmings and Locks

**L**ABEL holders and drawer pulls (usually combined) for all oak cabinet drawers are stamped from solid brass, oxidized. For all mahogany drawers the trimmings are of solid bronze, satin finish. All “Y and E” metal trimmings are absolutely exclusive and original in design, and, like the cabinets, invite the most critical comparison.

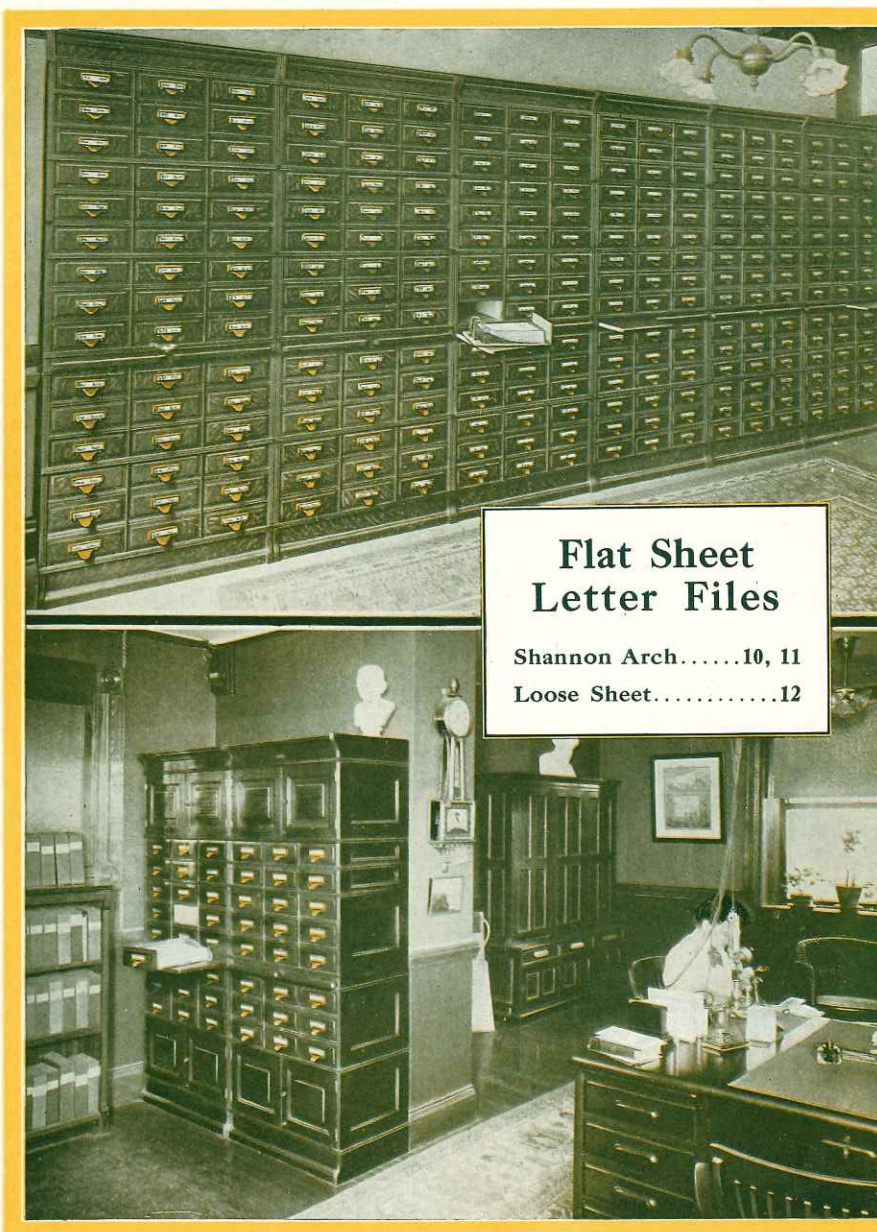
**I**N the new “*I and A*” (independent and automatic) Combination Lock the “Y and E” *leadership* which *originates* is well exemplified. Close all the drawers in a cabinet and turn the single key lock which appears in one of the partitions, and *all* are locked. Or, leave all drawers open; turn the key and lock one drawer at a time—any one—simply by closing it. Not necessary to leave one drawer open and close all the others first. No spoiling the lock by forcing drawers shut after the locking drawer has been closed. One lock for all drawers. Each drawer locks independently of the others and automatically. Action simple and positive. Examine the “*I and A*” Lock at any “Y and E” selling agency.

For all *single* drawers *S & G* locks, notably the best for this purpose, are supplied.

## Sizes of “Y and E” Sections

Standard width, 33 in.  
Standard maximum height, 14½ in., except Section No. 115 (page 48), which is double height.  
Standard minimum height, ¾ in.  
Standard depths from front to back, 17 in. and 25 in.

A finished rail 8 in. deep covers the front of all 25 in. sections upon which it may be desired to stack 17 in. deep sections. This ledge is useful for reference, as well as symmetrical in appearance.



## Flat Sheet Letter Files

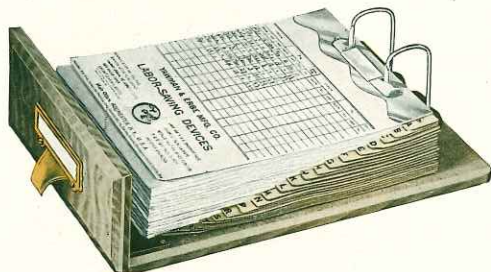
Shannon Arch.....10, 11  
Loose Sheet.....12

30 Shannon Sections  
No. 20 in 6 stacks with tops, bases and sliding shelf sections

A private office with 2 stacks each containing 2 loose sheet sections No. 22; 2 No. 21; with Sliding Shelves and with No. 17 Storage Sections at top and bottom



## Genuine Shannon Sectional Cabinets



Compressor on cover keeps papers compactly together; printed form shows record of transfers for locating back correspondence.

**T**HE Shannon Arch method has been for twenty years, and is today, the safest way to file letter or cap size papers.

Prices quoted include stock index (please specify in your order the style of indexes desired).

Price "with lock" means the "I and A" combination locking device described on page 8.



No. 19. 3-Dr. Letter-size Section.  
No. 23. 3-Dr. Cap-size Section.



No. 20. 9-Dr. Letter-size Section.  
No. 18. 9-Dr. Cap-size Section.

### Shannon Summary—4 Sections

Section Number.	Quartered Oak.		Mahogany.		Ship. Wt. lbs.	Outside Dimensions.			Capacity for Papers
	With-out Lock.	With I and A Lock.	With-out Lock.	With I and A Lock.		Wide.	High.	Deep.	
No. 19, Let. Size	\$6.50	\$8.50	\$9.00	\$11.00	35	33 in.	4 3/4 in.	17 in.	9x12
No. 20, Let. Size	16.25	19.75	21.00	24.50	70	33 in.	14 1/4 in.	17 in.	9x12
*No. 23, Cap Size	6.75	8.75	9.50	11.50	35	33 in.	4 3/4 in.	17 in.	9x15
*No. 18, Cap Size	16.75	20.25	22.00	25.50	75	33 in.	14 1/4 in.	17 in.	9x15

Above prices do not include Perforator.

\*When made with I. & A. Locking Attachment. Section will contain papers 14 1/8 inches long. Individual locks (S & G) on private drawers, 75c each extra.

### Perforators for Use With Shannon System

Shannon File Perforator on Board.....	\$0.60 each
Cabinet Perforator, pressed steel.....	1.00 each
Cabinet Perforator, cast steel.....	1.50 each

Delivered subject to terms on page 4

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## Genuine Shannon Cabinets of Solid Construction



2-Dr. Cabinet.



3-Dr. Cabinet.

**S**TRANGE, is it not?—that a man will select a handsome office desk and keep his correspondence-records in a *common binding case* on top of it! For letters and records—whether business or personal—one of these small size SHANNON Cabinets will provide convenient, permanent, and handsome filing space.

For cost of substituting a Double Compartment Card Index Drawer for a Shannon Cabinet Drawer—see page 28



6-Dr. Cabinet.

These Cabinets are so constructed that Cap size Shannon Drawers, double compartment Card Drawers (see page 30) or No. 66 and No. 67 Sectional Box Drawers (see page 46) may be substituted for the regular drawers here listed. Ask for prices.



4-Dr. Cabinet.

### Summary Solid Construction Shannon Cabinets—4 Sizes

Number of File Drawers.	File-Drawers.		Style.	Quar. Oak. Price, including Indexes and Perforator.		Weight Packed for Shipment Pounds.	Dimensions of Cabinets, in inches.		
	Wide.	High.		Without Lock.	With Lock.		Width.	Height.	Depth.
2	1	2	A	\$ 6.00	\$ 7.50*	25	11 1/4	6 5/16	18 1/8
3	1	3	A	8.00	10.25*	35	11 1/4	13 3/8	18 1/8
4	1	4	A	10.00	13.00*	45	11 1/4	18 1/4	18 1/8
6	2	3	A	15.50	18.50†	70	22 1/8	14 3/4	18 1/8

\*Each drawer locked with flat key lock. †The 6-dr. Cabinet—"Price with Lock"—has I and A Locking attachment, locking all drawers simultaneously.  
Locks (S. & G.) on private drawers, when desired, 75c each.

Delivered subject to terms on page 4

For Indexes, Supplies and Transfer Cases, see separate catalog No. 1149



## "Y and E" Loose Sheet Sectional Cabinets



No. 21. 3-Dr. Loose Sheet Section.



No. 22. 9-Dr. Loose Sheet Section.

**W**E do not recommend Loose Sheet Filing for correspondence. Either Shannon (if a flat method is desired) or Vertical (which affords the best possible classification) is much better. Those who prefer flat loose sheet files, however, will find the "Y and E" product easily the best on the market. One feature is exceptional capacity, since the index takes only  $\frac{1}{8}$ -inch instead of the usual  $\frac{1}{2}$ -inch space at the back of the file drawer.

For this reason these sections are widely used by railroads and commercial traffic departments for filing tariffs.

Size of papers accommodated:  $9 \times 12\frac{1}{4}$  inches.  
Inside filing space:  $3\frac{1}{2}$  inches high.

Fitted with heavy spring compressor. Indexes furnished as ordered. Specify subdivisions wanted.

### Summary—2 Loose Sheet Sections

Section No. or Size.	Quar. Oak Price.		Mahogany Price.		Shipping Wt. lbs.	Inside Dimensions each Drawer.			Outside Dimensions of Sections.		
	Without Lock.	With I and A Lock.	Without Lock.	With I and A Lock.		Wide in.	High in.	Deep in.	Wide in.	High in.	Deep in.
*21, 3-Dr. L. S.	\$ 6.50	\$ 8.50	\$ 9.00	\$11.00	35	$9\frac{7}{8}$	$3\frac{5}{8}$	$12\frac{3}{4}$	33	$4\frac{3}{4}$	17
*22, 9-Dr. L. S.	14.00	17.50	18.00	21.50	75	$9\frac{7}{8}$	$3\frac{5}{8}$	$12\frac{3}{4}$	33	$14\frac{1}{4}$	17

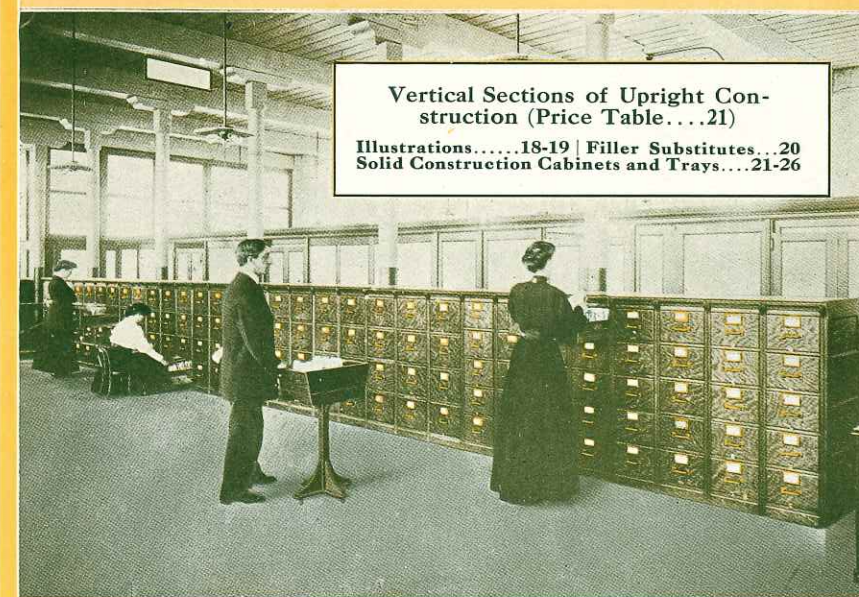
\*Indexes, extra, 35c each. Suspension Devices on Drawers, for No. 21 Section, 50c; No. 22 Section, \$1.50.

Delivered subject to terms on page 4



Vertical Sections of Horizontal Construction

Letter and Bill size.....16  
Cap size.....17



Vertical Sections of Upright Construction (Price Table...21)

Illustrations.....18-19 | Filler Substitutes...20  
Solid Construction Cabinets and Trays....21-26

A Boston Filing Room with 36 "Y and E" Vertical Sections No. 59. Capacity over 300,000 papers

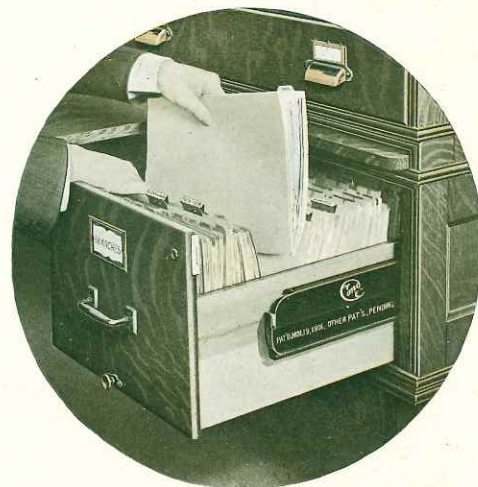
Upright Vertical Sections—32 of them—in a row. 8 No. 402, 3 No. 406, and 21 No. 404. Capacity over 450,000 papers



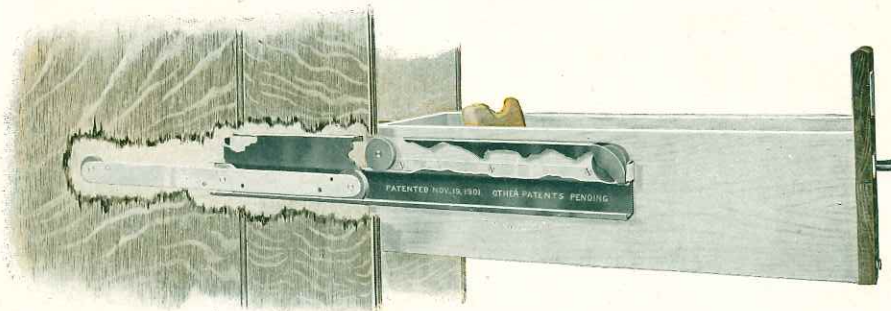
## Complete “Y and E” Equipment for Vertical Filing

**T**HE key note to Vertical filing—the feature that decides whether you have simply a repository for letters or an active business-building system placing complete sales statistics at your fingers’ ends—is the INDEXING arrangement. This is a big subject—so big that we have devoted a special 40-page booklet to it.

If there is the least doubt about the efficiency of your Vertical Indexing do not think of selecting cabinet equipment until you have read “Y and E” *Hand-Book on Vertical Filing*, No. 515.

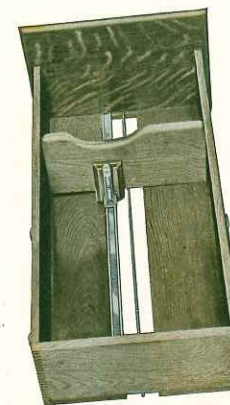
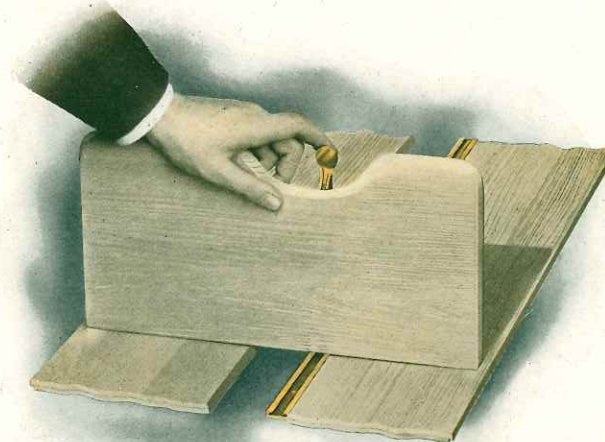


### “Y and E” Roller Bearing Steel Suspension for Vertical File Drawers



**T**O offset the terrific strain which a Vertical file drawer, weighing with contents from 50 to 80 pounds, undergoes in daily use, we provide each “Y and E” letter or cap size Vertical drawer with this *Roller Bearing Steel Suspension*—an exclusive “Y and E” patented feature obtainable on no other cabinets. This suspension *rolls* instead of sliding. The pull of your little finger will operate the drawer no matter how heavily loaded. Twenty years are easily added to the life of a cabinet through its use. *Drawers cannot stick!*

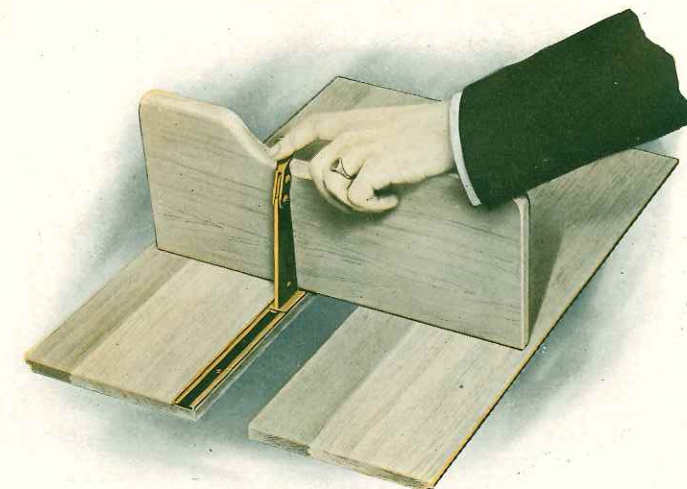
## Other Exclusive “Y and E” Features of Vertical Construction



**T**HIS typical “Y and E” Vertical drawer is mechanically perfect. The sliding compressor will not stick. The release of the adjustable spring is positive, and the metal-on-metal of spring and track insures smooth operation. A countersunk round rod passing through the bottoms of guide extensions keeps guides and papers in place.

### Cam Lever Compressor

**F**OR cap size Vertical file drawers we provide this Cam Lever compressor, which is extra positive, to offset the weight of papers carried in these drawers. The simple operation of this “Y and E” device is shown in the illustrations.





## "Y and E" Horizontal Vertical Sections

(Fitted with Roller Bearing Steel Suspension, except Bill Size Section 42.)



No. 54. 2-Dr., Letter size, 17 in. deep.



No. 59. 2-Dr., Letter size, 25 in. deep.



No. 42. 3-Dr., Bill size, 17 in. deep.



No. 60. 2-Dr., Letter size, 25 in. deep. (Has reducing rail.)



No. 60A4. 1 Vert. Dr. and 4 C. I. Drawers.  
No. 59A4. 1 Vert. Dr. and 4 C. I. Drawers  
(without reducing rail).

### Summary—6 Vertical Sections and 4-Dr. Card Index Skeleton

Section No.	Inside Dimensions Each Drawer.			Quar. Oak, Price.		Mahogany, Price.		Shipping Wt. lbs.	Outside Dimensions of Sections.		
	Wide.	High.	Deep.	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide.	High.	Deep.
54	12 in.	10 1/2 in.	14 1/2 in.	\$13.50	\$15.00	\$17.50	\$19.00	75	33 in.	11 1/2 in.	17 in.
59	12 in.	10 1/2 in.	22 1/2 in.	15.75	17.25	20.00	21.50	90	33 in.	11 1/2 in.	25 in.
59A4	Vert. Dr. same as No. 59....			20.75	23.50	26.50	29.25	100	33 in.	11 1/2 in.	25 in.
*60	12 in.	10 in.	22 1/2 in.	16.75	18.25	21.25	22.75	90	33 in.	11 1/2 in.	25 in.
*60A4	Vert. Dr. same as No. 60....			21.75	24.50	27.75	30.50	100	33 in.	11 1/2 in.	25 in.
42	9 1/2 in.	8 in.	14 1/4 in.	12.00	14.00	15.00	17.00	60	33 in.	9 1/2 in.	17 in.
4-Dr. 5x3 Rodless Card Index Skeleton only, Drs. 18 in. deep inside, with Filler Strips when substituted for Vertical Drawer in No. 59, 60 or 100 Section ADD.....				5.00	7.00	6.50	8.50	50			

\*These sections have reducing rails so that 17 in. deep sections may be stacked upon them.

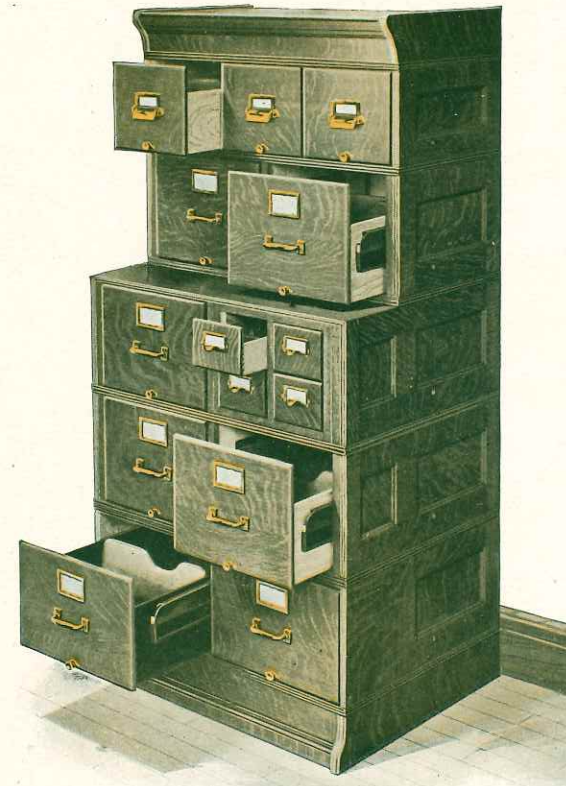
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For Index Guides and Folders see separate Catalog No. 1149

For Card Filler Illustration, see page 20

## "Y and E" Horizontal Vertical Sections—Cap Size

Fitted with Roller Bearing Steel Suspension.



No. 94—2 Dr., Cap Size, 17 in. deep.



No. 100—2-Dr., Cap Size, 25 in. deep.  
(Fitted with reducing rail.)

THIS sectional stack contains one of each "Y and E" Horizontal Vertical Section, except Nos. 60 and 94, and illustrates typically how adaptable these sections are for letter, record or catalog filing and card indexing.

For Index Guides and Folders see separate Catalog No. 1149

### Summary—2 Cap Size Vertical Sections

Section No.	Inside Dimensions Each Drawer.			Quartered Oak, Price.		Mahogany, Price.		Shipping Wt. lbs.	Outside Dimensions of Sections.		
	Wide.	High.	Deep.	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide.	High.	Deep.
94	14 1/2 in.	10 in.	14 1/2 in.	\$18.00	\$19.50	\$22.00	\$23.50	75	33 in.	11 1/2 in.	17 in.
*100	14 1/2 in.	10 in.	22 1/2 in.	23.00	24.50	27.50	29.00	100	33 in.	11 1/2 in.	25 in.

\* This section has reducing rail, so that 17 in. deep sections may be stacked upon it.

Delivered subject to terms on page 4

For 4-dr. Card Filler prices see page 16



## Vertical and Card Index Cabinets in Upright Sections

**T**HIS is "Y and E" Sectional Construction which expands *sidewise*. One pair of removable ends will enclose *any number* of these cabinets. All drawers in these sections, except the Style A Card Drawers in No. 404A4, are fitted with "Y and E" Roller Bearing Steel Suspension.



No. 406D1  
3 cap-size  
drawers  
and 1  
drawer  
with 3  
document  
compart-  
ments

No. 404A4  
3 letter  
size  
drawers  
and 4  
drawers  
for 5x3  
cards

No. 404  
4 letter-  
size  
drawers

No. 402B2  
4 bill-size  
Vert. Drs.  
and  
2 double  
drawers for  
5x3 cards

No. 402  
5 bill-size  
drawers

Paneled End  
Removable



**O**NE very attractive feature of this construction is the combination of Card Index drawers and Document File compartments with Vertical drawers in the same sections. Indeed, sections containing Card Index or Document drawers solely may be selected.

Further information is given on *page 20*.

**T**HE above stack might also show this Upright Storage Section No. 408. For stationery and supplies primarily, and sometimes used as a wardrobe. Fitted with adjustable shelving. See page 21 for complete prices.

## Commercial Grade of "Y and E" Upright Vertical Sections

Bill Size No. 502, Letter Size No. 504, Cap Size No. 506



**W**E have cheapened these Sections—not by weak or poorer construction—but by substituting plain oak in some parts; by using less expensive face trimmings; and by making a less expensive compressor. While the ends are plain oak, the drawer fronts remain quartered oak.

Dimensions are identical with regular stock Sections No. 402, No. 404 and No. 406.

For prices, see page 21.

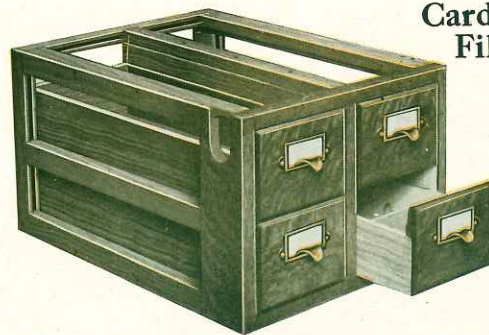
**D**ETAIL showing the principle of "Y and E" Upright Sectional Construction. One pair of paneled ends will enclose any number of "Y and E" Upright Sections. Ends instantly removed or attached by thumb-screw.

### Inside Dimensions of Vertical Drawers in all Upright "Y and E" Sections

Size.	Width Inches.	Height Inches.	Depth Inches.
402 or 502 (Bill) ..	10	7 $\frac{7}{8}$	24
404 or 504 (Letter) ..	12	10	24
406 or 506 (Cap) ..	15 $\frac{1}{4}$	10	24







### Card Index and Document File Drawers for "Y and E" Upright Sections

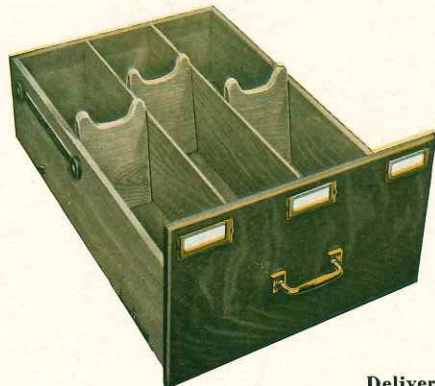
**T**HIS skeleton filler containing four drawers for 5x3 cards, can be substituted for any one Vertical drawer of letter or cap size whether of horizontal or upright sectional construction, except sections 54 and 94.

#### Double Compartment Card Drawers for Upright Vertical Sections

Style B double compartment drawers with suspension slides. Size 5x3 for Nos. 402 and 502; size 6x4 for Nos. 404 and 504. From two to ten drawers in each section, as here listed:

Section.	Quartered Oak.		Mahogany.	
	Without Lock.	With I and A Lock.	Without Lock.	With I and A Lock.
No. 402B2 .....	\$35.00	\$38.50	\$43.50	\$47.00
No. 402B4 .....	38.00	41.75	47.00	50.75
No. 402B6 .....	41.00	45.00	50.50	54.50
No. 402B8 .....	44.00	48.25	54.00	58.25
No. 402B10 .....	47.00	51.50	57.50	62.00
No. 404B2 .....	31.25	34.50	37.25	40.50
No. 404B4 .....	34.50	38.00	41.00	44.50
No. 404B6 .....	37.75	41.50	44.75	48.50
No. 404B8 .....	41.00	45.00	48.50	52.50
No. 502B2 .....	27.25	30.75	.....	.....
No. 502B4 .....	31.50	35.25	.....	.....
No. 502B6 .....	35.75	39.75	.....	.....
No. 502B8 .....	40.00	44.25	.....	.....
No. 502B10 .....	44.25	48.75	.....	.....
No. 504B2 .....	24.50	27.75	.....	.....
No. 504B4 .....	29.00	32.50	.....	.....
No. 504B6 .....	33.50	37.25	.....	.....
No. 504B8 .....	38.00	42.00	.....	.....

For flat or round rods, add 50 cts. per drawer extra.



Delivered subject to terms on page 4

### Summary of Upright Sections

Section	Width Without Panel'd Ends	Height Inches	Depth Inches	Shipping Wt. Lbs.	Quartered Oak Price		Mahogany Price	
					Without *Lock	With I and A *Lock	Without *Lock	With I and A *Lock
No. 402. 5-Dr. Vert. Bill...	13 <sup>7</sup> / <sub>8</sub> in.	52 <sup>3</sup> / <sub>4</sub>	28 <sup>3</sup> / <sub>4</sub>	195	\$32.00	\$35.25	\$40.00	\$43.25
No. 404. 4-Dr. Vert. Letter	15 <sup>7</sup> / <sub>8</sub> in.	52 <sup>3</sup> / <sub>4</sub>	28 <sup>3</sup> / <sub>4</sub>	205	28.00	31.00	33.50	36.50
No. 404A4. 3-Let.-size Vert. Drs., 4 5x3 C. I. Drs. 18 in. inside, Rodless.....				215	33.00	37.00	40.00	44.00
4-Dr. 5x3 Card Index Skeleton only, Rodless.....				50	8.00	10.00	10.00	12.00
No. 406. 4-Dr. Cap Vert... 19 <sup>7</sup> / <sub>8</sub> in. 52 <sup>3</sup> / <sub>4</sub> 28 <sup>3</sup> / <sub>4</sub>				230	30.00	33.00	37.00	40.00
No. 406Dr. 3 Cap-size Vert. Drs., and 1 Dr. with 3 Document Compartments .....				235	32.25	35.25	39.25	42.25
No. 406D2. 2 Cap-size Vert. Drs., and 2 Drs. with 3 Document Compartments .....				235	34.50	37.50	41.50	44.50
No. 406D3. 1 Cap-size Vert. Dr., and 3 Drs. with 3 Document Compartments .....				235	36.75	39.75	43.75	46.75
No. 406D4. 4 Drs., each with 3 Document Compartments .....				235	39.00	42.00	46.00	49.00
No. 408. Upright Storage.....				.....	.....	18.00	.....	.....
Ends for No. 400 Upright Vert. Sections, 3/4 in. thick				40	10.00	per pr.	14.00	per pr.
No. 502. 5-Dr. Bill..... 13 <sup>7</sup> / <sub>8</sub> in. 52 <sup>3</sup> / <sub>4</sub> 28 <sup>3</sup> / <sub>4</sub>				195	23.00	26.25	.....	.....
No. 504. 4-Dr. Letter .... 15 <sup>7</sup> / <sub>8</sub> in. 52 <sup>3</sup> / <sub>4</sub> 28 <sup>3</sup> / <sub>4</sub>				205	20.00	23.00	.....	.....
No. 506. 4-Dr. Cap..... 19 <sup>7</sup> / <sub>8</sub> in. 52 <sup>3</sup> / <sub>4</sub> 28 <sup>3</sup> / <sub>4</sub>				230	21.50	24.50	.....	.....
Ends for No. 500 Vert. Sections, 3/4 in. thick.....				40	7.25	per pr.	.....	.....

For Ends shipped with Sections, add only 25 lbs. to shipping weight of Sections.

\*Combination locking devices, "I & A" lock, see page 8.

### Two-Drawer "Y and E" Vertical Cabinets Solid Construction

#### Summary

	Quartered Oak Price		Mahogany Price		Shipping Wt. Lbs.
	Without Lock	With Lock	Without Lock	With Lock	
<b>Letter Size</b>					
*Cabinet, complete with base	\$25.00	\$26.50	\$34.25	\$35.75	145
†Cabinet only...	20.00	21.50	27.00	28.50	115
‡Base only.....	5.00	.....	7.25	.....	30
<b>Cap Size</b>					
**Cabinet, complete with base	27.25	28.75	37.75	39.25	170
††Cabinet only...	22.00	23.50	30.00	31.50	130
‡‡Base only.....	5.25	.....	7.75	.....	40

\*16 inches wide by 44 inches high by 27 inches deep, outside dimensions.

†16 inches wide by 24<sup>3</sup>/<sub>4</sub> inches high by 27 inches deep, outside dimensions.

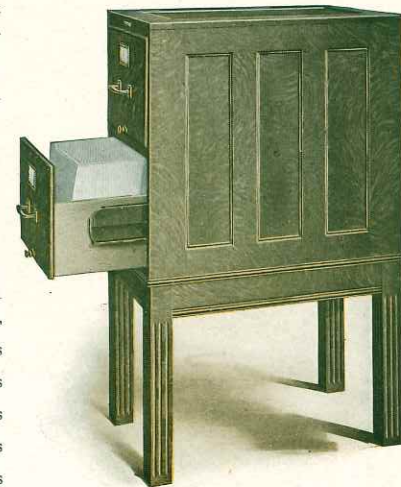
‡16 inches wide by 19<sup>7</sup>/<sub>8</sub> inches high by 27 inches deep, outside dimensions.

\*\*19<sup>7</sup>/<sub>8</sub> inches wide by 44 inches high by 27 inches deep, outside dimensions.

††19<sup>7</sup>/<sub>8</sub> inches wide by 24<sup>3</sup>/<sub>4</sub> inches high by 27 inches deep, outside dimensions.

‡‡19<sup>7</sup>/<sub>8</sub> inches wide by 19<sup>7</sup>/<sub>8</sub> inches high by 27 inches deep, outside dimensions.

Delivered subject to terms on page 4



For Index Guides and Folders see separate Catalog No. 1149



## "Y and E" Vertical Trays and Tray Outfits



**I**N these Vertical Trays and Tray Outfits we have demonstrated two things:

(1st) That where the filing capacity desired is limited, a perfect filing system, with all the advantages of "Y and E" Vertical, can be secured at little cost.

(2nd) That each different office department should have a Vertical file in which to keep the records of its work; also for papers in transit and notably for follow-up.

These outfits demonstrate that time-saving filing is not a question of capacity but of method and arrangement.

For complete price list see page 25.



### Complete Outfit No. 103, Letter Size

### Complete Outfit No. 110, Cap Size

Capacity—3000 letters or papers.

**T**HIS is a complete "Y and E" Vertical System for indexing alphabetically by name or locality. Note the details of this outfit as to folders and guides given in the table on page 25. Note also the special delivery terms.

The letter size tray will hold papers 11½x9 inches.

The cap size tray will hold papers 15x9 inches.

## Complete Follow-up Outfits—No. 104, Letter Size and No. 111, Cap Size

Capacity—3000 letters or papers.

**T**HE tireless automatic servant of the business organization of today is the Follow-up System. This is a mechanical method of keeping track of matters pending. It is used in Sales, Advertising, Purchasing, Order, and Shipping Departments constantly and effects a direct saving in time, mistakes, and expense too great to estimate. It is used by the office executive to follow through the matters which he has delegated to others. This outfit is exactly the thing needed.



See complete price table, page 25.



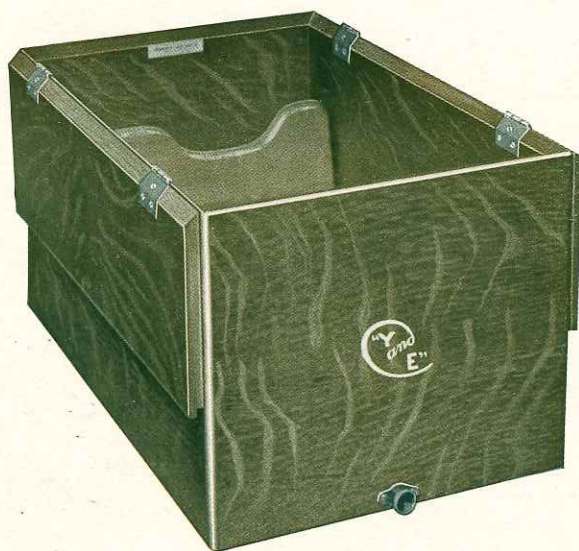
### Attorneys' Outfit No. 109

Capacity—3000 cap size papers

**H**ERE is a system that simplifies many filing problems for the attorney. If from 2500 to 3000 records is capacity enough, it is all the filing system he needs. If his requirements are for larger files, this outfit should be kept near his desk for all *live* matters. The space occupied by the guides numbered in tens from ten to fifty is devoted to legal forms. Each form is assigned a number, which thus becomes the index to it.







## Trays Only

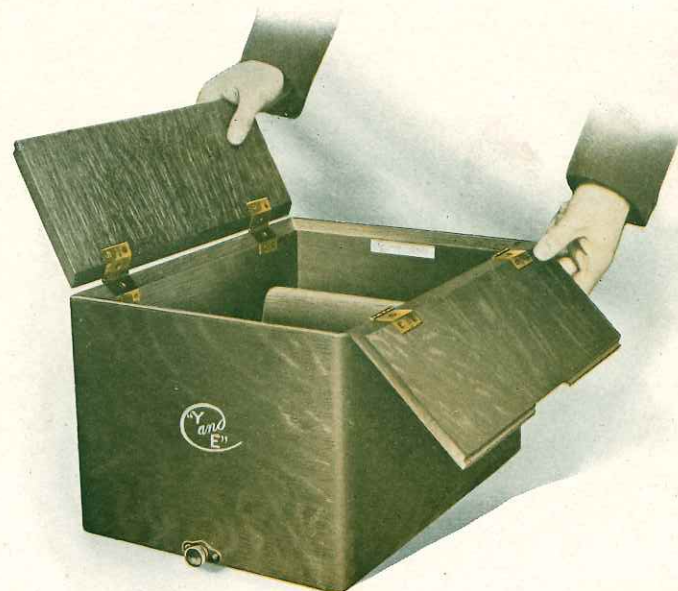
**F**ROM a constructional standpoint these trays are equal in every respect to the larger "Y and E" Cabinets.

Letter, cap and bill sizes of tray are provided. Remember that this tray is a complete Vertical file with sliding compressor and countersunk round rod to keep papers from slipping under guides. The hinged covers lie flat against the sides when the tray is in use, and keep the contents dust-proof when closed.

## Bill Size Vertical Tray

**T**HIS is a recent addition to the line to meet a growing demand for a Vertical Tray for papers 10x7 $\frac{7}{8}$  inches or smaller. Widely used by Accounting and Collection Departments. Can be most conveniently placed upon a "Y and E" Swinging Office Stand. See page 26.

For price list of Trays only, see page 25.



## Summary—5 Complete Vertical Tray Outfits

(Each "Y and E" Vertical Tray has capacity for 3000 letters or papers.)

Order Number or Size.	Quartered Oak.		Shipping Wt. lbs.	Outside Dimensions.			No. of Folders	Number of Guides.
	Without Lock.	With Lock.		Wide.	High.	Deep.		
103, Letter-size.....	\$ 8.50	\$9.25	50	13 in.	11 $\frac{1}{8}$ in.	20 in.	250	25 (A-Z) 25 (A-Z) 12 (Monthly) 31 (Daily)
104, Letter-size.....	8.50	9.25	50	13 in.	11 $\frac{1}{8}$ in.	20 in.	200	25 (A-Z) 5 (10-50) 25 (A-Z) 25 (A-Z) 12 (Monthly) 31 (Daily)
109, Cap-size.....	11.00	11.75	50	16 $\frac{1}{4}$ in.	11 $\frac{1}{8}$ in.	20 in.	240	
110, Cap-size.....	11.00	11.75	60	16 $\frac{1}{4}$ in.	11 $\frac{1}{8}$ in.	20 in.	250	
111, Cap-size.....	11.00	11.75	60	16 $\frac{1}{4}$ in.	11 $\frac{1}{8}$ in.	20 in.	200	

## Summary—Oak and Mahogany Trays Only, and Caster Bases

Items and Size.	Quar. Oak Price.		Mahogany Price.		Shipping Weight lbs.	Outside Dimensions.		
	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide in.	High in.	Deep in.
Letter size Tray for papers 11 $\frac{1}{4}$ x9 in....	\$ 7.00	\$ 7.75	\$10.00	\$10.75	35	13	11 $\frac{1}{8}$	20
Cap size Tray for papers 15x9 in.....	8.75	9.50	12.00	12.75	45	16 $\frac{1}{4}$	11 $\frac{1}{8}$	20
Bill size Tray for papers 10x7 $\frac{7}{8}$ in.....	6.50	7.25			30	11	9	15 $\frac{3}{4}$
Letter size Caster Base.....	3.50		5.50		30	13 $\frac{1}{4}$	19	20 $\frac{1}{4}$
Cap size Caster Base.....	3.75		6.00		30	16 $\frac{1}{2}$	19	20 $\frac{1}{4}$

**DELIVERY TERMS**—Complete Vertical Tray Outfits are delivered charges prepaid to any railroad station in the United States east of New Mexico, Colorado, Wyoming, Montana. To points west of the eastern boundary lines of the above states, where we have a special agency or "Y and E" Branch, add 15 per cent to cover excess freight charges. For other points, see "Terms of Delivery" on page 4.

## Vertical Tray Caster Base

**F**REQUENTLY two clerks work alternately upon the samerecords. A Vertical Tray outfit placed upon this base can be moved back and forth between different parts of the office with the greatest ease. The height of the base is exactly right, also, for reference to the tray by the office man sitting at his desk.

Made in two sizes for papers, letter and cap.



See Price Table Above

For Index Guides and Folders see separate Catalog No. 1149



## "Y and E" Swinging Office Stand



**D**IMENSIONS of table 17x17 inches. Height of side rod 24½ inches over all.

Adjustment (may be raised or lowered) 6¼ inches.

Shipping weight (in knock down form) 22 pounds.

Price complete—quartered oak, \$4.00 each; mahogany, \$4.75 each.

In ordering, specify whether nicked or oxidized copper trimmings are preferred.

## "Y and E" Utility Desk Tray

**T**HIS is by all odds the handiest item in the office. It is a tray to hold both incoming and outgoing letters, as well as the accumulation of letters, papers, records and what not—collected on the busy man's desk.

This Tray is of choice Golden Quartered Oak, harmonizing splendidly with other furniture. The opening is on the side—the logical place to grasp contents—instead of at the top or bottom.



Price each in Golden Quartered Oak, \$1.50  
In Mahogany, \$2.00

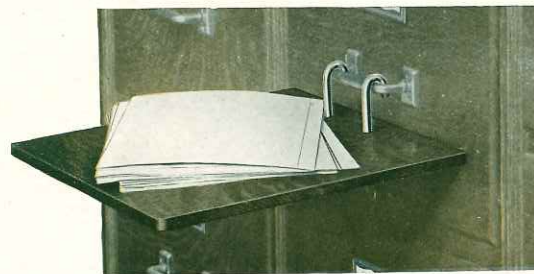
Dimensions: 9¼x12x2½ inches inside.

## "Y and E" Adaptable Reference Shelf

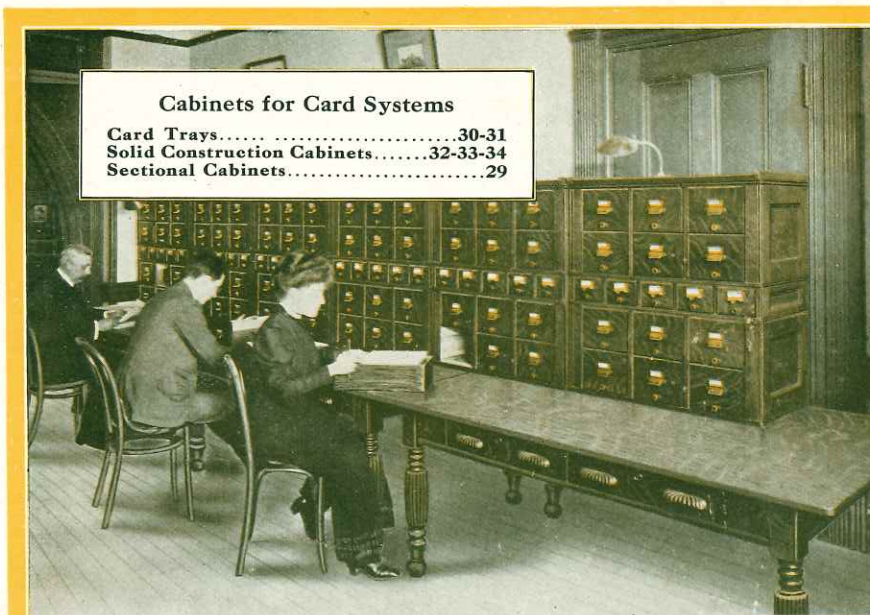
**F**OR Vertical Filing this Shelf is a new and novel convenience. Hangs on any "Y and E" letter or cap size Vertical Drawer Pull. May also be used on Desk Pulls of similar shape, or on a special Pull attached to the Cabinet or the wall.

Price each in Golden Quartered Oak, \$1.00

Dimensions: 12x12 inches over all.



Delivered subject to terms on page 4



### Cabinets for Card Systems

Card Trays.....30-31  
Solid Construction Cabinets.....32-33-34  
Sectional Cabinets.....29

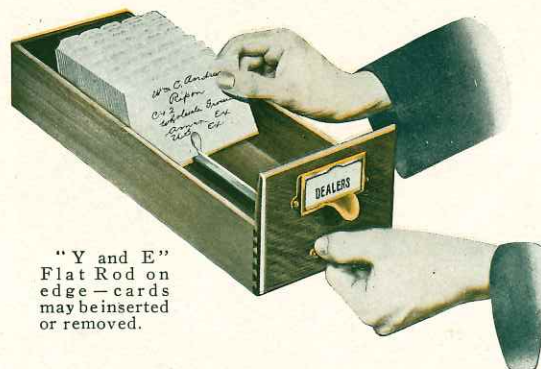
Twelve  
8x5 Card  
Sections  
No. 36, and  
six 5x3  
Card  
Sections  
No. 29  
stacked  
upon tables.  
Capacity  
102,000  
medium  
weight  
cards



Attractive  
arrange-  
ment of  
"Y and E"  
5x3 Card  
Sections  
No. 30  
stacked  
around  
windows.  
Capacity  
nearly half  
a million  
cards



## Rods for "Y and E" Card Cabinets



"Y and E"  
Flat Rod on  
edge—cards  
may be inserted  
or removed.

### "Y and E" Flat Rod

(Patented)

ONE-QUARTER turn places the rod either flat side up—so that cards may not be removed—or vertically so that card or cards may be quickly taken out of the drawer. This is accomplished without taking the rod out of the drawer at all—a feature exclusive with this "Y and E" device.

### "Y and E" End-Locking Round Rod

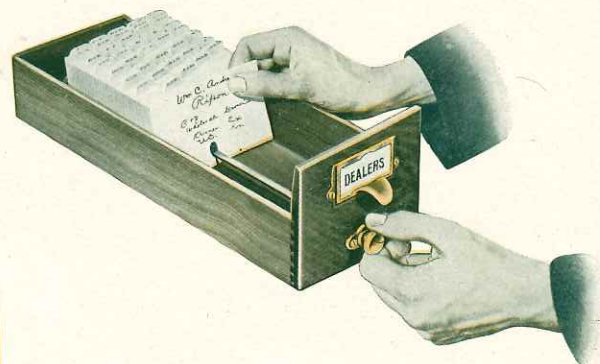
FOR keeping cards under lock and key. Lock, neck and rod all operate in the same casing. The insertion of a key in the end of the rod-head releases the rod with a quarter turn in either direction.

Rods equipped with this locking adjustment, extra, each 75c.

### Round Rods with Spring Locks

This lock has key-hole on the face of the card drawer separate from the knob. The end-locking rod is usually preferred, however.

Rods equipped with individual spring locks, extra, each 75c.

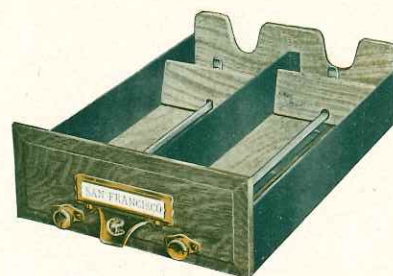


"Y and E" Flat Rod in position—cards firmly locked.

## Card Index Substitute Drawer

CONTAINS two Card Index compartments, for cards 5x3 in., each 1 1/4 inches deep inside. This drawer may be substituted in any of the following sections on the following basis:

When fitted with flat or round rods and substituted for any Loose Sheet Drawer (page 12); or for any Shannon Drawer (pages 10 and 11); add \$1.75. When substituted for any Box Drawer in Nos. 66 or 67 sections (page 46), or for any solid construction Shannon Cabinet Drawer (page 11); add \$2.00 to regular price of Sectional or Solid Cabinets.



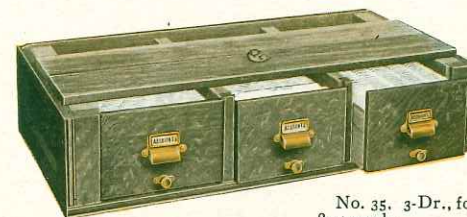
Drawer only, fitted with flat or round rods: Oak, \$2.50; Mahogany, \$3.00. When furnished without rods, deduct 50c from any of the above prices.



No. 29. 5-Dr., for 5x3 cards.



No. 32. 4-Dr., for 6x4 cards.



No. 35. 3-Dr., for 8x5 cards.



No. 38. 5-Dr., for 5x8 cards.



No. 30. 15-Dr., for 5x3 cards.



No. 34. 8-Dr., for 6x4 cards.



No. 36. 6-Dr., for 8x5 cards.

All "Y and E" Sectional Card Cabinets are 17 in. Deep Outside

For Card System Supplies see separate Catalog No. 1149

## Summary—"Y and E" Sectional Card Cabinets, 7 Sizes

Section No. or Size.	Quartered Oak, Price.		Mahogany, Price.		Shipping Wt., lbs.	Inside Dimensions Each Drawer.			Outside Section Dimensions.		
	With-out Lock.	With I and A Lock.	With-out Lock.	With I and A Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
29, 5-Dr., 5x3.	\$ 8.25	\$11.00	\$11.75	\$14.50	40	5 1/2 in.	3 1/2 in.	14 3/4 in.	33 in.	4 3/4 in.	17 in.
30, 15-Dr., 5x3.	21.25	25.25	27.25	31.25	80	5 1/2 in.	4 in.	14 3/4 in.	33 in.	14 3/4 in.	17 in.
32, 4-Dr., 6x4.	8.25	10.75	12.00	14.50	35	6 1/2 in.	4 1/4 in.	14 3/4 in.	33 in.	6 in.	17 in.
34, 8-Dr., 6x4.	16.00	19.00	21.00	24.00	75	6 1/2 in.	4 1/4 in.	14 3/4 in.	33 in.	11 1/2 in.	17 in.
35, 3-Dr., 8x5.	8.50	10.50	12.25	14.25	45	8 1/2 in.	5 1/4 in.	14 3/4 in.	33 in.	7 1/2 in.	17 in.
36, 6-Dr., 8x5.	15.00	17.75	20.00	22.75	75	8 1/2 in.	6 1/4 in.	14 3/4 in.	33 in.	14 1/2 in.	17 in.
38, 5-Dr., 5x8.	13.00	15.75	17.00	19.75	65	5 1/2 in.	8 1/4 in.	14 3/4 in.	33 in.	9 1/2 in.	17 in.

If wanted with Flat or Round Rods ADD 25c per drawer in making out your order.

Delivered subject to terms on page 4

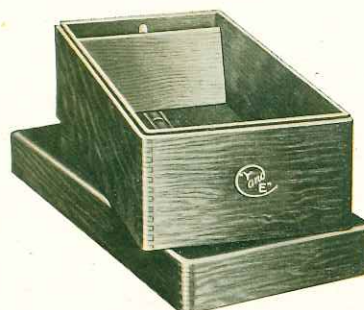
Each "Y and E" Sectional Card Drawer will hold 1400 light weight cards, 1100 medium weight cards, or 850 heavy weight cards



## "Y and E" Card Trays



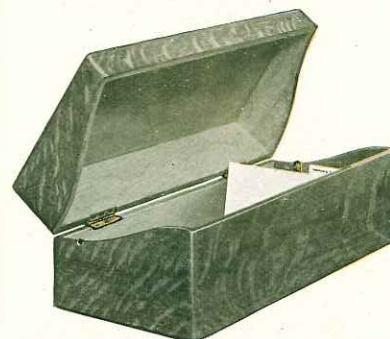
9, 10 and 11-inch deep trays, without covers.



14 1/2-inch deep trays, in 3 sizes, with loose covers.

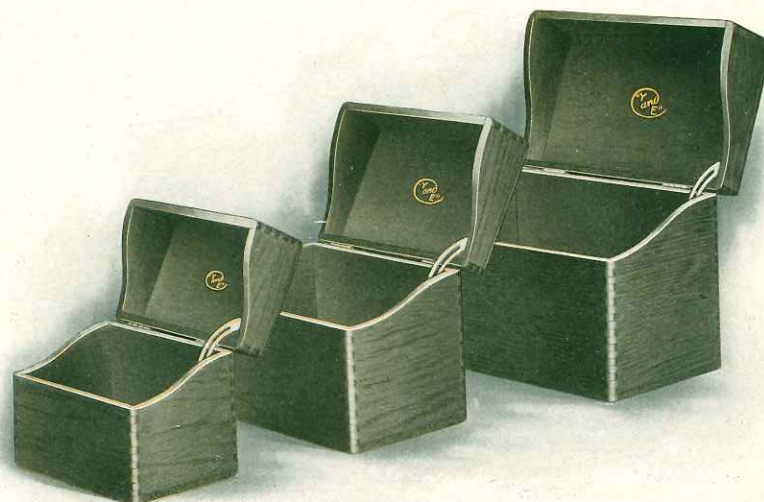


14 1/2-inch deep trays, in 3 sizes, without covers.



14 1/2-inch deep trays, in 3 sizes, with hinged covers.

**T**HESE very compact little trays we also furnish as complete Card Outfits with Record Cards and Index Guides. Ask for descriptive folder of outfits Nos. 41, 43 and 45.



Nos. HC353, HC464 and HC485 with hinged covers.

## Summary—16 Card Trays, Oak Only

Order Number.	For Cards Size 53.	For Cards Size 64.	For Cards Size 85.	Outside Dimensions.			Inches Deep Inside.
				Inches Wide.	Inches High.	Inches Deep.	
*HC353	\$0.50			5 5/8	4 1/4	3 1/2	3
*HC464		\$0.60		6 5/8	5 1/4	4 1/2	4
*HC485			\$1.00	8 5/8	6 3/4	4 1/2	4
†NC953	.85			5 3/4	3 3/8	9	8 5/8
†NC1053	.90			5 3/4	3 3/8	10	9 5/8
†NC1153	.95			5 3/4	3 3/8	11	10 5/8
†NC1064		1.00		6 3/4	5	10	9 5/8
†NC1453	1.15			5 3/4	3 3/8	14 1/2	13 11/16
†NC1464		1.40		6 3/4	4 3/8	14 1/2	13 11/16
†NC1485			1.65	8 3/4	5 3/8	14 1/2	13 11/16
†LC1453	2.25			6	4 1/4	14 1/2	13 9/16
†LC1464		2.50		7	5 1/4	14 1/2	13 9/16
†LC1485			3.00	9	6 3/4	14 1/2	13 9/16
*HC1453	2.75			6	4 1/4	14 1/2	13 9/16
*HC1464		3.00		7	5 1/4	14 1/2	13 9/16
*HC1485			3.50	9	6 3/4	14 1/2	13 9/16

If wanted with Flat or Round Rods, add 25¢ per tray.  
†No Cover. ‡With Loose Cover. \*With Hinged Cover.

## Solid Construction "Y and E" Card Cabinets

### Style A Construction, Single Compartment Drawers

**E**ACH "Y and E" card drawer of Style A construction will hold 1250 light-weight cards, 1000 medium-weight cards, or 750 heavy-weight cards, allowance being made for guides and easy manipulation of records.

See summary page 33.



1-Drawer Cabinet, Style A. Carried in 5x3, 6x4 and 8x5 sizes.



1-Drawer Cabinet, Style A. Carried in 5x8 size only.



For Card System Supplies see separate Catalog No. 1149



2-Drawer Cabinet, Style A. In ordering, specify: "1 wide by 2 high." Carried for 5x3 cards only. Quartered oak.



2-Drawer Cabinet, Style A. In ordering, specify: "2 wide by 1 high." Carried in 5x3, 6x4 and 8x5 sizes.

**E**ACH "Y and E" card drawer of style A construction will hold 1250 light weight cards, 1000 medium weight cards, or 750 heavy weight cards.



2-Drawer Cabinet No. 258A for 5x8 cards only.

**T**HIS two-drawer cabinet for 5x8 cards is used particularly for commercial or bank ledger records. See also one-drawer cabinet, page 31, and five-drawer section, page 29.



4-Drawer Cabinet, Style A. Carried in 5x3, 6x4 and 8x5 sizes.



6-Drawer Cabinet, Style A. Carried in 5x3, 6x4 and 8x5 sizes.

For complete price list see page 33



9-Dr. Cabinet, Style A for 5x3 cards only.



12-Dr. Cabinet, Style A, for 5x3 cards only.

### The Key Numbers Below

**O**F course, "53," "64" and "85" indicate card sizes 5x3, 6x4 and 8x5. To each of these we prefix a numeral indicating number of drawers; thus "153" means one-drawer, size 5x3. To this number we add the letter indicating style of construction, A or B. Simple enough, isn't it? Please order, then, by number.

### Summary—"Y and E" Style A Card Cabinets, Solid Construction

No.	Quartered Oak, Price.		Mahogany, Price.		Ship. Weight Without Cards	*Outside Dimensions.			Card Capacity.		
	Without Lock.	With Lock.	Without Lock.	With Lock.		Inches Wide.	Inches High.	Inches Deep.	Lt.	Med.	Hvy.
153A	\$ 3.25	\$ 4.00	\$ 4.75	\$ 5.50	10 lbs.	6 7/8	5	15 1/4	1,250	1,000	750
253A	5.50	6.75	6.75	8.00	20 "	13	5	15 1/4	2,500	2,000	1,500
†253A	5.50	6.75	.....	.....	20 "	6 7/8	8 3/4	15 1/4	2,500	2,000	1,500
453A	9.00	11.00	11.00	13.00	35 "	13	8 3/4	16	5,000	4,000	3,000
653A	12.50	15.00	15.50	18.00	45 "	13	13	16	7,500	6,000	4,500
953A	16.75	19.75	20.75	23.75	65 "	19 3/4	13	16	11,250	9,000	6,750
1253A	21.00	24.50	26.00	29.50	75 "	19 3/4	17	16	15,000	12,000	9,000
164A	3.75	4.50	5.25	6.00	15 "	7 7/8	6	15 1/4	1,250	1,000	750
264A	6.50	7.75	8.50	9.75	25 "	15	6	15 1/4	2,500	2,000	1,500
464A	10.00	12.00	13.50	15.50	45 "	15	10 7/8	16	5,000	4,000	3,000
664A	14.50	17.00	19.00	21.50	60 "	15 5/8	16	16	7,500	6,000	4,500
185A	4.50	5.25	6.75	7.50	20 "	10	7 7/8	15 1/4	1,250	2,000	750
285A	7.25	8.50	10.00	11.25	35 "	19 1/2	7 7/8	15 1/4	2,500	2,000	1,500
485A	12.75	14.75	17.75	19.75	60 "	19 1/2	13	16	5,000	4,000	3,000
685A	16.50	19.00	.....	.....	80 "	19 1/2	19 1/8	16	7,500	6,000	4,500
158A	5.25	6.00	.....	.....	20 "	7 1/4	10 3/8	15 1/4	1,250	1,000	750
258A	8.25	9.50	.....	.....	35 "	13 3/4	10 3/8	15 1/4	2,500	2,000	1,500

\*Dimensions exclusive of trimmings. †In ordering, specify "1 wide and 2 high."

Each Style A (Single Compartment) drawer is 13 1/2 in. deep inside. If flat or round rods are desired ADD 25c per drawer.

Delivered subject to terms on page 4

For Card System Supplies see separate Catalog No. 1149



## Solid Construction "Y and E" Card Cabinets

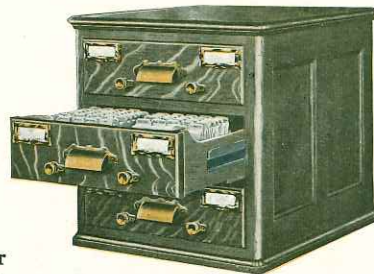
Style B Construction—Double Compartment Drawers on Suspension Slides



1-Dr. Cabinet, Style B. For 5x3 Cards only.



2-Dr. Cabinet, Style B. For 5x3 Cards only.



3-Dr. Cabinet, Style B, Sizes 5x3 and 6x4.

**T**HIS construction economizes some space and has the particular advantage of safeguarding the drawer from being pulled 'way out. The suspension slides also make the loaded drawer perfectly easy to handle. This is the same style roller bearing steel suspension used in "Y and E" Vertical Cabinets. Note also this style card drawer shown on page 20.

Remember that each Style B Card Dr. has two compartments

### Summary—Style B—Card Cabinets

Please order by number. (Prices subject to change without notice)

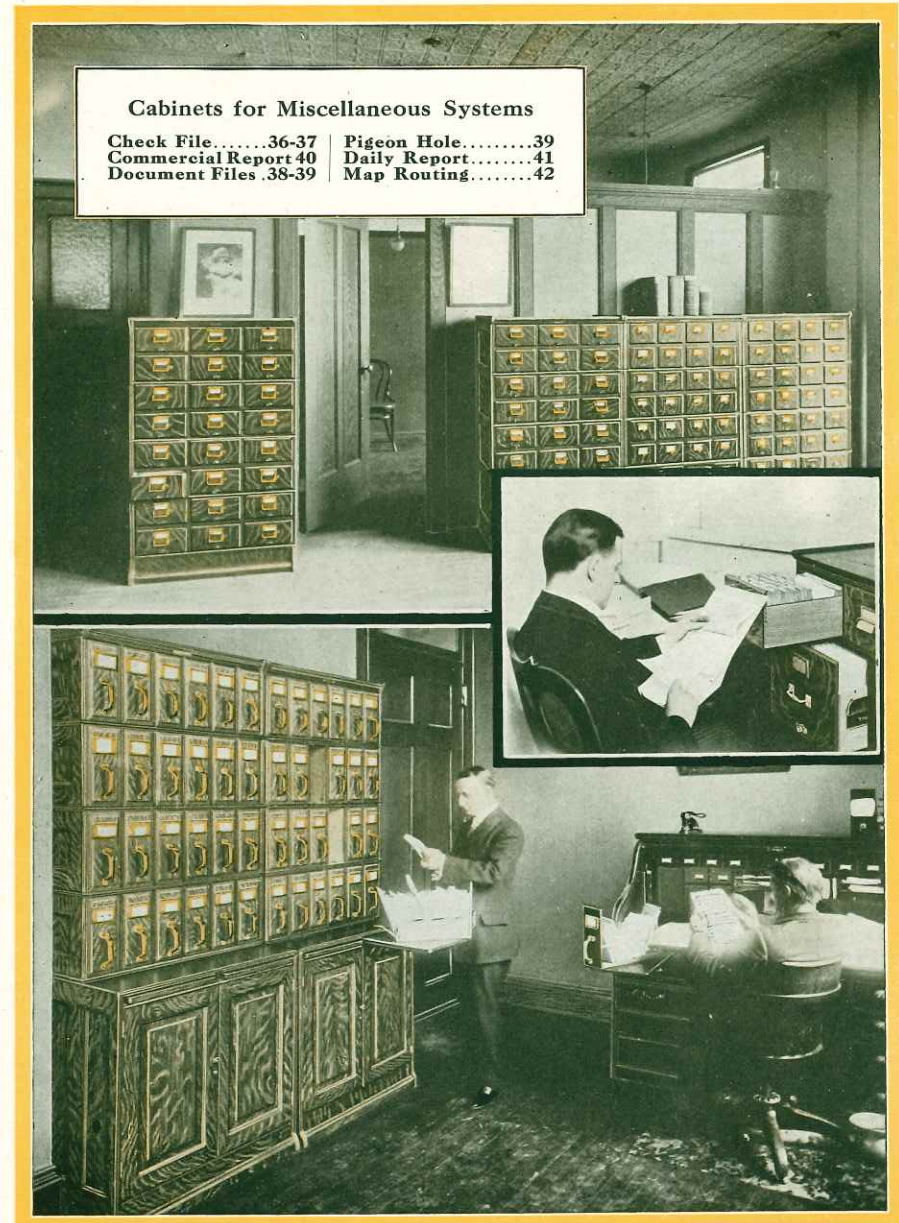
No.	Quartered Oak, Price.		Shipping Weight Without Cards.	*Outside Dimensions.			Card Capacity.		
	Without Lock.	With Lock.		Inches Wide.	Inches High.	Inches Deep.	Lt.	Med.	Hvy.
153B	\$ 9.25	\$10.00	35 lbs.	15½	7	24½	3,800	3,000	2,500
253B	14.00	15.50	60 "	15½	10¾	24½	7,600	6,000	5,000
353B	18.50	20.75	80 "	15½	14¾	24½	11,400	9,000	7,500
364B	21.50	23.75	100 "	17½	18	24½	11,400	9,000	7,500

\* Dimensions exclusive of trimmings.

Each Style B (Double Compartment) drawer is 20 in. deep inside. If Rods—Flat or Round—are desired, add 50c per drawer.

Delivered subject to terms on page 4

For Card System Supplies see separate Catalog No. 1149



### Cabinets for Miscellaneous Systems

Check File.....	36-37	Pigeon Hole.....	39
Commercial Report 40		Daily Report.....	41
Document Files 38-39		Map Routing.....	42

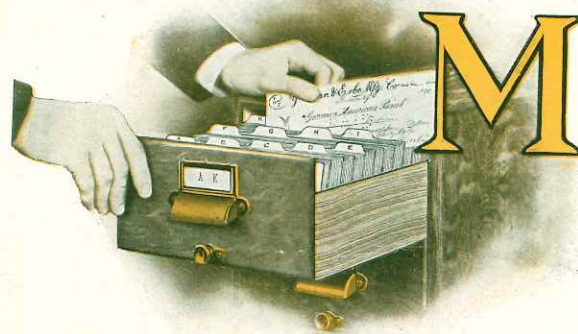
Two left hand stacks are Check File Sections No. 44. Right hand stacks are Card Index. Office is that of large publisher

Typical Commercial Report Folder in practical use

Two Sectional stacks each containing four Document Sections No. 28 and Storage Base No. 7 for storage of supplies

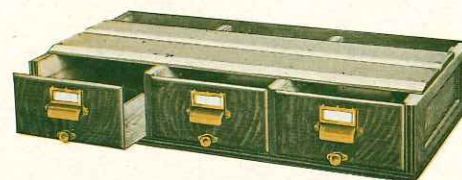


### "Y and E" Check File Cabinets



**M**ORE business houses are coming constantly to the use of the Check Voucher System. Their checks, therefore, are filed as vouchers, either in numerical sequence or by name of concern to whom issued. While these "Y and E" cabinets were made primarily for banks, they are also

being very widely purchased by railroads and corporations for the purpose named. Even where the check does not form the voucher as well, it is best to file cancelled checks in this way.



No. 45. 3-Dr. Section, 17 in. deep.



No. 44. 6-Dr. Section, 17 in. deep.

#### Summary—2 Sections, 1 Tray, 4 Solid Cabinets

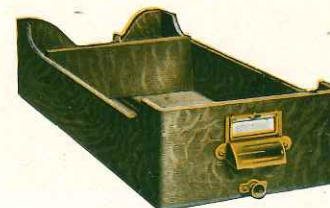
Section No. or Size.	Quartered Oak Price.		Mahogany Price.		Shipping Wt. lbs.	Inside Dimensions.			Outside Dimensions.		
	Without Lock.	With I and A Lock.	Without Lock.	With I and A Lock.		Wide in.	High in.	Deep in.	Wide in.	High in.	Deep in.
No. 45, 3-Drawer.....	\$ 9.25	\$11.25	\$12.25	\$14.25	40	9 1/4	4 3/8	14 3/4	33	6	17
No. 44, 6-Drawer.....	15.00	17.75	21.00	23.75	70	9 1/4	4 3/8	14 3/4	33	11 7/8	17
Tray.....	2.75				15	9 1/4	4 1/4	19 1/4	10 1/8	4 7/8	20
1-Drawer Cabinet.....	6.00	6.75			25	9 1/4	4 1/4	19	11 1/2	6 1/4	21
2-Drawer Cabinet.....	10.00	11.50			45	9 1/4	4 1/4	19	11 1/2	11 1/8	21
3-Drawer Cabinet.....	13.00	15.25			60	9 1/4	4 1/4	19	11 1/2	16	21
*6-Drawer Cabinet.....	24.00	28.00			125	9 1/4	4 1/4	19	13 3/8	36 5/8	22 7/8

\* Drop leaves for 6-Drawer Check File Cabinet, each 15 in. wide.

Price, extra, per pair.....\$7.00

Delivered subject to terms on page 4

For  
Indexes  
and  
Supplies  
see  
separate  
Catalog  
No. 1149



Check File Tray.

### "Y and E" Check File Tray, and Solid Construction Cabinets

**T**HE tray or one-drawer cabinet is frequently used with daily or monthly guides as a note tickler. The variety of sizes shown here makes selection very easy. Sectional construction is, of course, to be preferred where additional capacity is likely to be needed. See Price Table, page 36.



1-Dr. Cabinet.



2-Dr. Cabinet.



3-Dr. Cabinet.



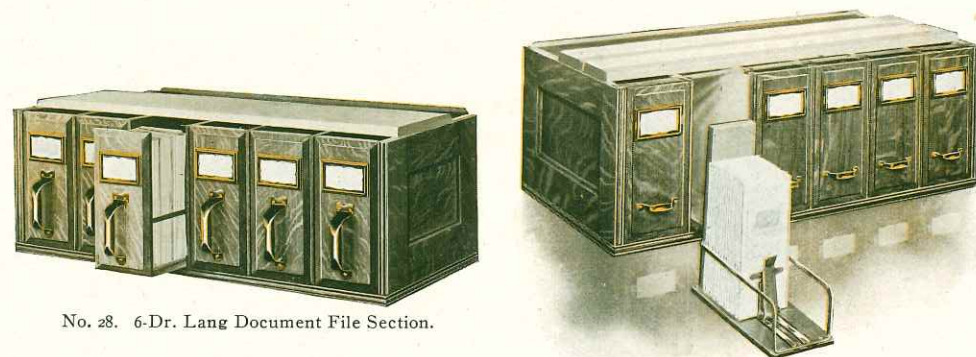
6-Dr. Cabinet.



## "Y and E" Document File Cabinets

**F**OR vouchers, cancelled checks, deeds, mortgages, contracts, and similar folded papers. Such documents are usually numbered, hence no index guides are needed. If filed by name, however, alphabetical guides (Card Index principle) can be used.

Genuine Lang Document Files are made solely by us, and have been standard for thirty years.



No. 28. 6-Dr. Lang Document File Section.

No. 24. 6-Dr. "Y and E" Dump Suspension Document File Section.

## "Y and E" Document File Summary—2 Sections, 2 Solid Cabinets.

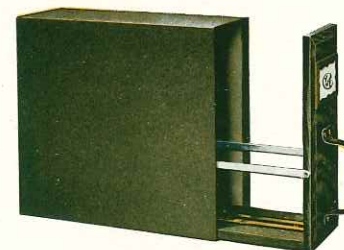
For Transfer Case see separate Catalog No. 1149

Section No. or Size.	Quartered Oak, Price.		Mahogany, Price.		Shipping Wt. Lbs.	Actual Filing Space each Dr.			Outside Section Dimensions.		
	Without Lock.	With I and A Lock.	Without Lock.	With I and A Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
No. 28.....	\$13.00	\$15.50	\$17.00	\$19.50	65	4 1/2 in.	10 7/8 in.	12 1/2 in.	33 in.	11 1/8 in.	17 in.
No. 24.....	14.00	16.50	18.00	20.00	60	4 3/4 in.	11 1/2 in.	8 3/4 in.	33 in.	11 1/8 in.	17 in.
2-Dr. Cab't.	6.25	7.75	.....	.....	25	4 1/2 in.	10 7/8 in.	10 7/8 in.	11 3/4 in.	11 1/8 in.	13 1/2 in.
3-Dr. Cab't.	8.25	10.50	.....	.....	35	4 1/2 in.	10 7/8 in.	10 7/8 in.	17 in.	11 1/8 in.	13 1/2 in.
Each, Dozen,	1.10	13.00	.....	.....	.....	4 1/2 in.	10 7/8 in.	10 in.	5 in.	11 1/8 in.	12 in.
File only, No. 1.	1.15	13.50	.....	.....	.....	4 1/2 in.	10 7/8 in.	12 1/2 in.	5 in.	11 1/8 in.	14 1/2 in.
No. 1. File with Jackets, .....	1.40	16.00	.....	.....	.....	.....	.....	.....	.....	.....	.....

Delivered subject to terms on page 4

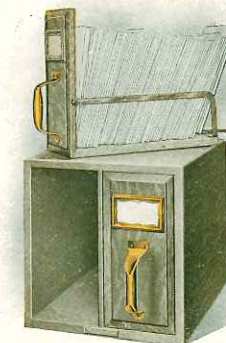
## Single Document Files and Small Document Cabinets

Solid Construction



Single File No. 1, with cloth jacket.

Note particularly the capacities of the two sizes of single files, as given in the table on page 38.



2-Drawer Document Cabinet.



3-Drawer Document Cabinet.



Detail of Pigeonhole Box.

**F**OR the filing of folded papers where limited capacity is desired these files and cabinets are exceedingly serviceable. They are very compact, occupying little table or desk space.

See Price List, Page 38

## "Y and E" Pigeonhole Cabinet

**T**HIS section is sold either with or without boxes. Note also that boxes are listed separately, and with both oak and mahogany fronts.



No. 71. Pigeonhole Section, 17 in. deep.

## Summary—"Y and E" Pigeonhole Section With and Without Boxes

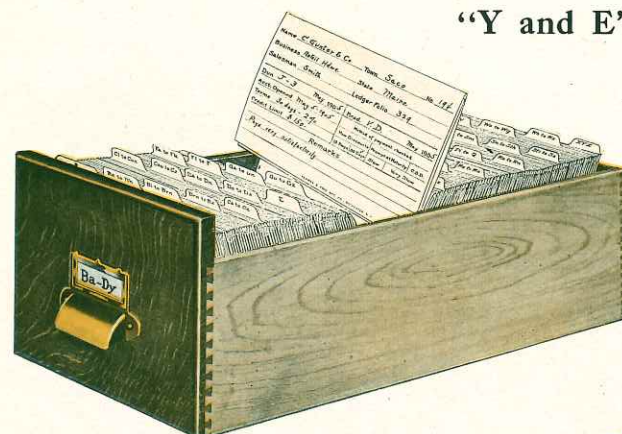
Section No. or Size.	Quar. Oak, Price.		Mahogany, Price.		Shipping Wgt., lbs.	Inside Dimensions.			Outside Dimensions.		
	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
No. 71.....	\$13.00	.....	\$19.00	.....	75	4 1/2 in.	3 3/4 in.	10 in.	33 in.	14 1/4 in.	17 in.
*No. 71.....	8.00	.....	12.50	.....	70	4 3/8 in.	4 in.	10 in.	33 in.	14 1/4 in.	17 in.

\* Without boxes. Boxes only, oak fronts, 30c each; \$3.60 dozen; mahogany fronts, 45c each; \$5.40 dozen.

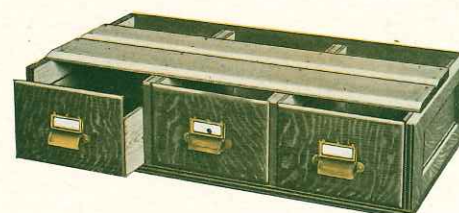
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# “Y and E” Commercial Report Cabinets



THE double fold commercial report folder for cap size papers or smaller, as here illustrated, is a stock article, details of which will be found in “Y and E” Supply Catalog No. 1148. This is an invaluable system for the credit man, and we have devoted a special folder to his records, which will be sent on request.



No. 39. 3-Dr. Commercial Report Section, 17 in. deep.



No. 40. 6-Dr. Commercial Report Section, 17 in. deep.

## Commercial Report Summary—2 Sections, 2 Solid Cabinets

Section No. or Size.	Quartered Oak Price.		Mahogany Price.		Shipping Wt. lbs.	Inside Dimensions Each Drawer.			Outside Section Dimensions.		
	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
No. 39, 3-Dr..	\$ 8.75	\$10.75	\$11.00	\$13.00	45	9 1/8 in.	6 1/4 in.	15 in.	33 in.	7 1/2 in.	17 in.
No. 40, 6-Dr..	15.00	17.75	18.00	20.75	75	9 1/8 in.	6 1/4 in.	15 in.	33 in.	14 1/4 in.	17 in.
2-Dr. Cabinet..	9.50	11.00	.....	.....	50	9 1/8 in.	6 1/4 in.	15 in.	22 1/4 in.	8 3/8 in.	17 1/4 in.
4-Dr. Cabinet..	16.00	18.00	.....	.....	80	9 1/8 in.	6 1/4 in.	15 in.	22 1/4 in.	15 in.	17 1/4 in.



4-Dr. Cabinet, solid construction.

Delivered subject to terms on page 4



2-Dr. Cabinet, solid construction.

# “Y and E” Daily Report Sectional Cabinets

WIDELY used by insurance companies and other organizations having special agencies and traveling representatives. Made in two sizes, letter and cap, each containing 12 cloth covered daily report boxes.

Inside filing space, 2 3/8 inches high.



## Summary—2 Daily Report Sections

Section No. or Size.	Quar. Oak Price.		Mahogany Price.		Shipping Wt. lbs.	Inside Dimensions each Drawer.			Outside Dimensions of Sections.		
	Without Lock.	With I and A Lock.	Without Lock.	With I and A Lock.		Wide in.	High in.	Deep in.	Wide in.	High in.	Deep in.
†73, 12 Boxes, Letter Size	\$ 14.00	.....	\$17.00	.....	75	9 1/8	2 3/8	12 3/8	33	14 1/4	17
†73, Without Boxes.....	8.50	.....	11.50	.....	70	9 1/8	2 3/8	12 3/8	33	14 1/4	17
†74, 12 Boxes, Cap-size...	16.00	.....	19.00	.....	75	9 1/8	2 3/8	16 3/8	33	14 1/4	17

†Extra Boxes, letter-size, each 50¢; per dozen, \$6.00. Extra Boxes, cap-size, each, 65¢; per dozen, \$7.80.

For Indexes, Supplies and Transfer Cases, see separate Catalog No. 1149

## Stack of “Y and E” Daily Report Sections

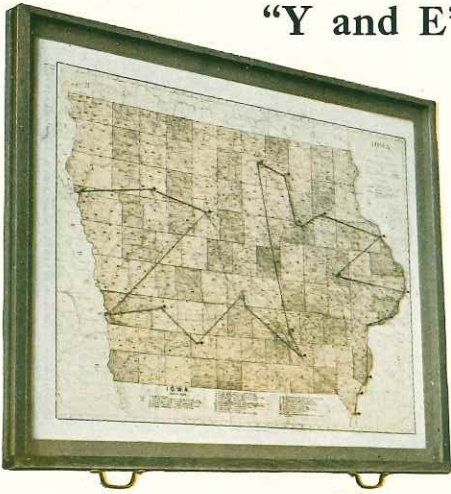
THIS solid looking cabinet is made up of three Daily Report sections—No. 73 with one No. 10 top and one No. 2 Sanitary Base. The latter raises the stack to a convenient height for reference.

Delivered subject to terms on page 4





“Y and E” Map-Routing Section



**T**ELLS you at a glance the route of each traveling man and is invaluable in covering territory economically and systematically.

Different colored tacks and cord in connection with maps neatly mounted in these shallow drawers make up the system. The tacks indicate by their colors different grades and kinds of branches and agencies. City selling territories can be indicated in the same way.

**T**HE first fact necessary in laying out a system to meet your distinct needs is the number of maps you want to file and what they are. We can then tell you just how many drawers you will need and give you a definite quotation.



No. 89. 4-Dr. Map Section. Outside depth 25 in.



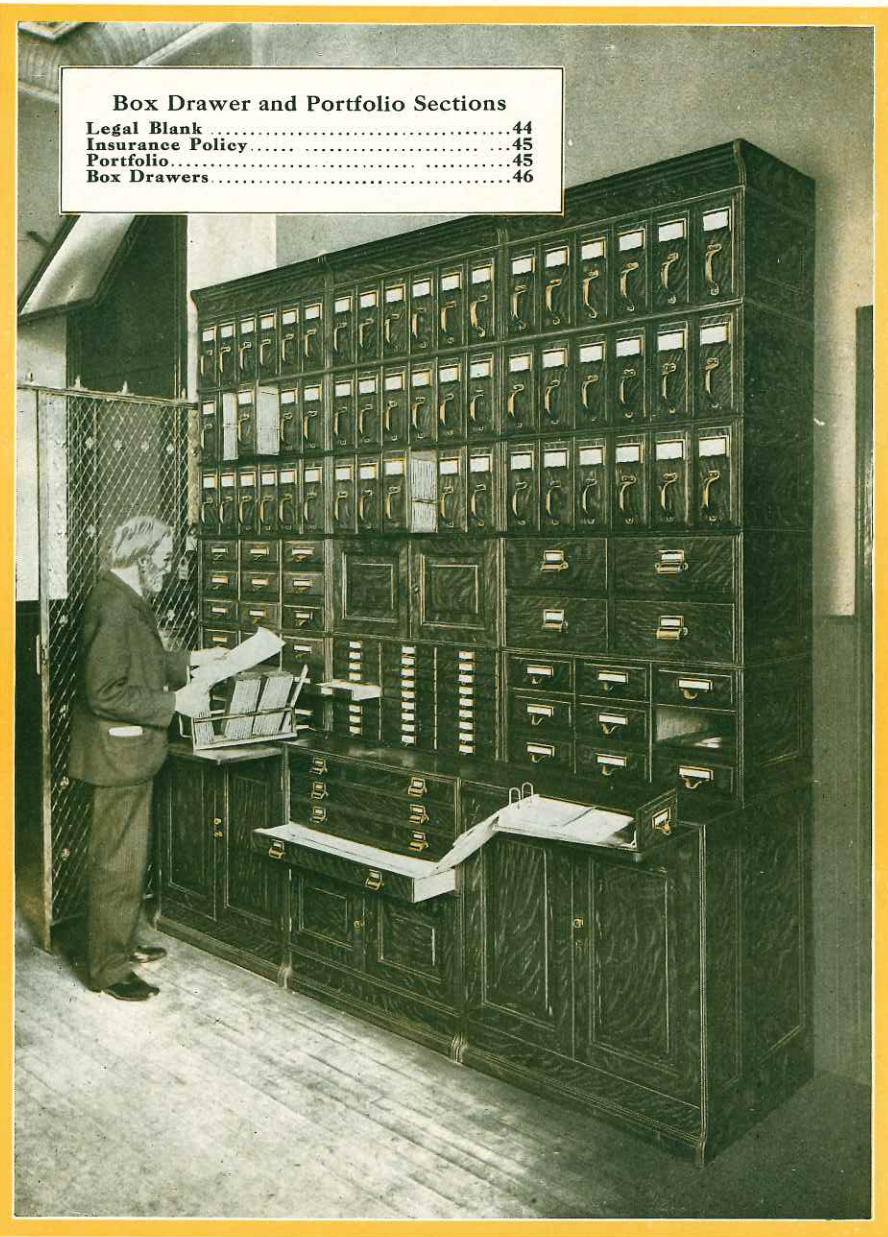
No. 88. 8-Dr. Map Section. Outside depth, 25 in.

Summary—2 Map Sections, No. 88

No.	Quar. Oak, Price.	Mahogany, Price.	Ship- ping Wgt., lbs.	Inside Dimensions each Drawer or Space.			Outside Dimensions of Sections.		
	Without Lock.	Without Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
†89	\$15.75	.....	80	29 3/4 in.	5 5/8 in.	23 in.	33 in.	51 1/8 in.	25 in.
†89	14.25	.....	80	29 3/4 in.	5 5/8 in.	23 in.	33 in.	51 1/8 in.	25 in.
†88	22.50	\$30.00	120	29 3/8 in.	5 3/4 in.	23 in.	33 in.	11 1/8 in.	25 in.
†88	22.50	27.00	120	29 3/8 in.	5 3/4 in.	23 in.	33 in.	11 1/8 in.	25 in.

† Price includes maps and indexes arranged as desired.  
‡ Price without maps or indexes.

Delivered subject to terms on page 4

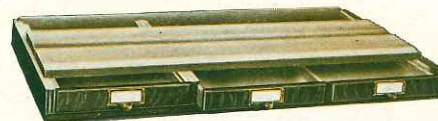


Box Drawer and Portfolio Sections	
Legal Blank .....	44
Insurance Policy .....	45
Portfolio .....	45
Box Drawers .....	46

A most interesting Cabinet because of the variety of Sections it contains. Composed of three stacks, the upper three tiers of which are all Document File Sections No. 28. Other Sections are Shannon No. 18; Storage Nos. 17 and 16; Legal Blank No. 50; Policy No. 63; Box Drawer No. 64 and Storage Base No. 7



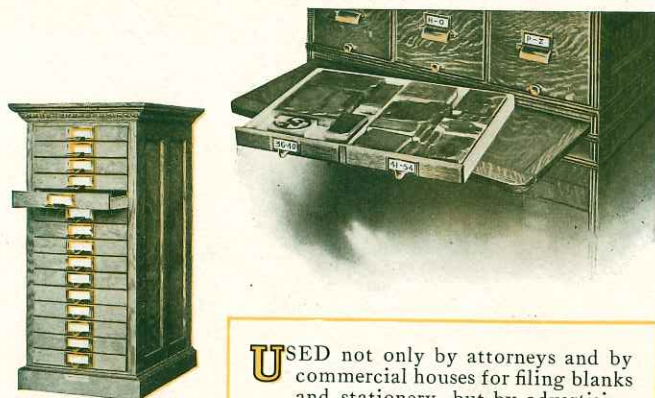
## "Y and E" Legal Blank Filing Cabinets



No. 48. 2-Dr. Legal Blank Section, 17 in. deep.



No. 50. 14-Dr. Legal Blank Section, 17 in. deep.



15-Dr. Legal Blank Cabinet, Single Compartment Drawers, Solid Construction.

**U**SED not only by attorneys and by commercial houses for filing blanks and stationery, but by advertising departments for filing cuts, as here illustrated.



15-Dr. Legal Blank Cabinet, Double Compartment Drawers, Solid Construction.

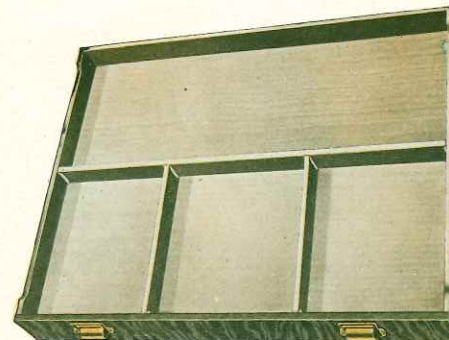
### Summary—2 Legal Blank Sections, 2 Solid Construction Legal Blank Cabinets

Section No. or Size.	Quar. Oak. Price.		Mahogany. Price.		Shipping Wgt., lbs.	Inside Dimensions.			Outside Dimensions.		
	With-out Lock.	With I and A Lock.	With-out Lock.	With I and A Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
†No. 48.....	\$ 3.75	.....	\$ 5.75	.....	25	9 7/8 in.	1 1/8 in.	15 in.	33 in.	2 3/8 in.	17 in.
†No. 50.....	14.50	\$18.00	21.00	\$24.50	60	9 7/8 in.	1 1/8 in.	15 in.	33 in.	11 7/8 in.	17 in.
15-Dr. Single...	20.00	.....	.....	.....	75	9 7/8 in.	1 1/8 in.	15 in.	33 in.	27 1/4 in.	17 3/4 in.
15-Dr. Double..	26.00	.....	.....	.....	110	9 7/8 in.	1 1/8 in.	15 in.	33 1/4 in.	27 1/4 in.	17 3/4 in.

† Each tier comprises one single and one double compartment drawer. Single compartment drawers are 9 7/8 in. wide inside. Double compartment drawers, have a 3/8 in. removable partition, each compartment being 9 7/8 in. wide inside.

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## "Y and E" Policy and Portfolio Sections



Detail of Insurance Policy Drawer, showing possible arrangement of adjustable divisions.

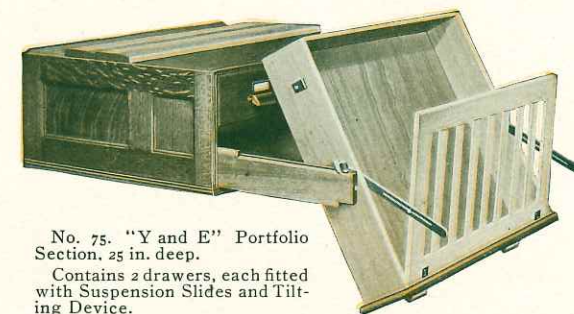


No. 63. 4-Dr. Insurance Policy Section, 25 inches deep.

**B**OTH these sections and the No. 76 section of two box drawers shown on page 46 are just the thing for art and advertising departments.



Large flat papers of any kind, such as maps, plats, blue prints, drawings, and photographs, can be at least kept in orderly fashion and can also be carefully indexed as well, if desired. Ask for "Y and E" folder "How to File Cuts and Drawings."



No. 75. "Y and E" Portfolio Section, 25 in. deep. Contains 2 drawers, each fitted with Suspension Slides and Tilting Device.

### Summary—1 Policy, 1 Portfolio Section

No.	Quar. Oak. Price.		Mahogany. Price.		Shipping Wgt., lbs.	Inside Dimensions, each Drawer.			Outside Dimensions of Sections.		
	With-out Lock.	With Lock.	With-out Lock.	With Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
*63	\$17.00	\$20.00	\$24.00	\$27.00	100	30 1/2 in.	2 1/4 in.	23 1/2 in.	33 in.	14 1/4 in.	25 in.
75	21.00	22.50	30.00	31.50	95	28 in.	3 3/4 in.	23 1/4 in.	33 in.	11 1/8 in.	25 in.

\* Adjustable Divisions, additional for each dr.: 1 division, 10c; 2 divisions, 20c; 3 divisions, 25c; more than three, 5c each extra.

Delivered subject to terms on page 4



## "Y and E" Box Drawer Sectional Cabinets



No. 76. 2 Box Drawer, 25 in. deep (with reducing rail).



No. 69. 15 Box Drawer, 17 in. deep. Frequently used for catalog filing.



No. 66. 3 Box Drawer, 17 in. deep.



No. 67. 9 Box Drawer, 17 in. deep.

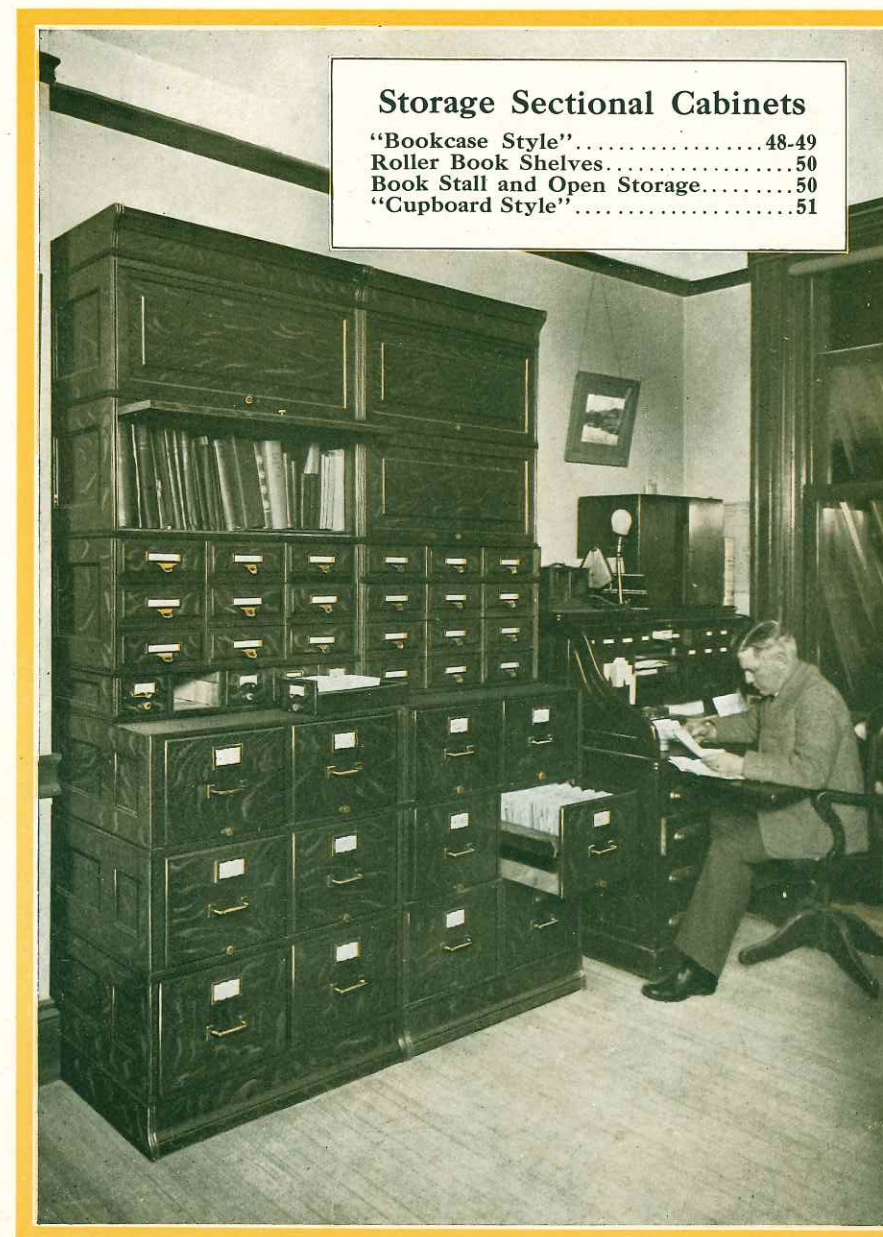


No. 64. 4 Box Drawer, 17 in. deep.

### Summary—5 Box Drawer Sections

Section No. and Size.	Quartered Oak Price.		Mahogany Price.		Shipping Wt. lbs.	Inside Dimen. each Drawer.			Outside Dimen. of Sections.		
	Without Lock.	With I and A Lock.	Without Lock.	With I and A Lock.		Wide in.	High in.	Deep in.	Wide in.	High in.	Deep in.
66, 3 Box Drawer.....	\$5.50	\$7.50	\$8.00	\$10.00	35	9 $\frac{1}{2}$	3 $\frac{1}{2}$	14 $\frac{3}{4}$	33	4 $\frac{3}{4}$	17
67, 9 Box Drawer.....	14.00	17.50	19.00	22.50	75	9 $\frac{1}{2}$	3 $\frac{1}{2}$	14 $\frac{3}{4}$	33	14 $\frac{3}{4}$	17
69, 15 Box Drawer.....	15.00	19.00	20.00	24.00	65	9 $\frac{1}{2}$	3 $\frac{1}{2}$	15	33	11 $\frac{7}{8}$	17
64, 4 Box Drawer.....	11.75	14.75	15.00	18.00	75	14 $\frac{1}{2}$	5 $\frac{1}{4}$	14 $\frac{3}{4}$	33	14 $\frac{3}{4}$	17
76, 2 Box Drawer.....	13.00	14.50	19.00	20.50	95	30 $\frac{3}{8}$	4 $\frac{7}{8}$	23 $\frac{3}{8}$	33	11 $\frac{7}{8}$	25

Delivered subject to terms on page 4



### Storage Sectional Cabinets

"Bookcase Style".....	48-49
Roller Book Shelves.....	50
Book Stall and Open Storage.....	50
"Cupboard Style".....	51

The two upper tiers of this cabinet consist of four Storage Sections No. 53 with "Retiring" Paneled Oak Door. In each stack, below these, are Shannon Sections No. 18; 5x3 Card Sections No. 29; Vertical Sections No. 60; and Vertical Sections No. 59



## "Y and E" Storage Sections

Adjustable  
Shelving  
is provided  
for all  
Storage  
Sections  
Nos. 15, 17,  
52, 53, 55  
and 115



"Y and E" Storage Section No. 52. With single glass door—"retiring" construction.

WHERE the contents cannot be made to look neat, this paneled wood door is preferable to the glass door. This makes the correct advertising department file for newspapers and magazines pending checking and clipping.



"Y and E" Storage Section No. 53. With single "retiring" door of Paneled Oak. Note these Sections in the stack on page 47.

See Price  
Table,  
page 49



"Y and E" Storage Section No. 115. With double glass doors.

WE have dropped the name "Bookcase," because these sections are used for so many other purposes. At least one of the eight styles illustrated on pages 48, 49 and 50 is needed in every office.

THIS double-height Storage Section is a most economical purchase if you can use the capacity. The shelves are adjustable and can be removed entirely. This section is frequently used by physicians for keeping instruments, and for other purposes where the articles or books are unusually high.

## "Y and E" Storage Sections—

Continued



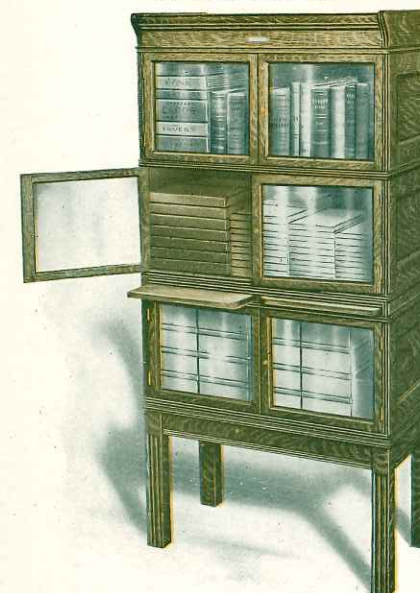
No. 15. Storage Section with two glass doors.

### Summary—4 Storage Sections

No.	Quar. Oak, Price.		Mahogany, Price.		Ship- ping Wgt., lbs.	Inside Dimensions each Drawer or Space.			Outside Dimensions of Sections.		
	With- out Lock.	With Lock.	With- out Lock.	With Lock.		Wide.	High.	Deep.	Wide.	High.	Deep.
*52	\$7.50	\$8.25	\$ 9.75	\$10.50	55	31 3/8 in.	11 1/4 in.	15 1/2 in.	33 in.	14 1/4 in.	17 in.
*53	8.00	8.75	12.00	12.75	55	31 3/8 in.	11 1/4 in.	15 1/2 in.	33 in.	14 1/4 in.	17 in.
*115†	14.00	14.75	20.00	20.75	100	31 3/8 in.	26 3/4 in.	15 1/2 in.	33 in.	28 1/2 in.	17 in.
*15	9.00	9.75	12.00	12.75	55	31 3/8 in.	13 1/4 in.	15 1/2 in.	33 in.	14 1/4 in.	17 in.

\*Adjustable Shelves, faced with either quartered oak or mahogany, ends reinforced, countersunk battens, extra, each, \$1.25. †Two adjustable shelves are included with Sec. No. 115 without extra charge.

This stack consists of three Storage Sections. No. 15 with Sanitary Base, Sectional Top and a Sliding Shelf Section.



Top No. 10.

Storage Section  
No. 15.

Storage Section  
No. 15.

Sliding Shelf  
No. 46.

Storage Section  
No. 15.

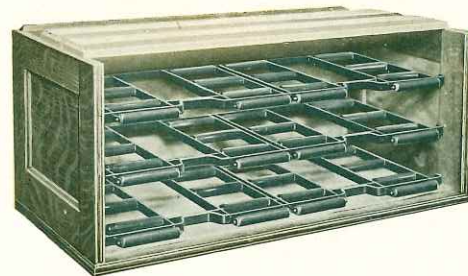
Sanitary Base  
No. 2.

THE advantage of double doors is that you can get a little more filing capacity than with the single doors. In other respects, there is nothing except personal preference upon which to base your selection. Any of the seven "Y and E" Storage Sections shown on pages 48, 49 and 50 (we omit double height section No. 115) can be secured with any of the four styles of doors illustrated—Single Glass Door—Double Glass Doors—Single Paneled Wood Door—Double Paneled Wood Doors.

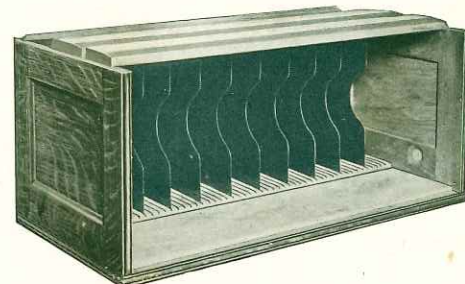
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on page 4



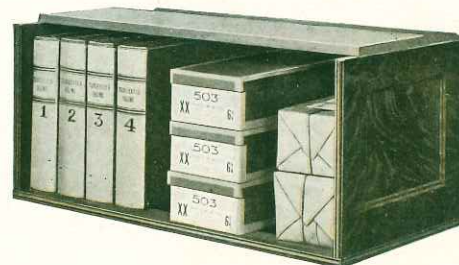
## Book Stall, Storage, Roller Book Shelf and Storage Sections



No. 83. Roller Book Shelf Section, 17 in. deep. For easy storage of heavy books. Contains three double adjustable metal roller shelves.



No. 85. Book Stall Section (without doors).  
No. 86. Book Stall Section (with wood paneled doors like No. 17 Section shown on page 51.)  
Fitted with 10 adjustable metal partitions, for catalog filing.



No. 55. Storage Section (without door), 17 in. deep.

### Summary—1 Roller Shelf, 1 Storage, 3 Book Stall Sections

Section No. and Style.	Quartered Oak.		Mahogany.		Shipping Wt. lbs.	Inside Dim. each Dr. or Comp't.			Outside Dimensions of Sections.		
	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide in.	High in.	Deep in.	Wide in.	High in.	Deep in.
83, Roller Book Shelf...	\$15.00	.....	\$16.50	.....	65	13 1/8	13 1/8	16 1/2	33	14 1/4	17
55, Storage, no door....	4.75	.....	6.25	.....	45	31 1/8	13 1/8	16 1/2	33	14 1/4	17
*85, Book Stall .....	7.75	.....	9.25	.....	55	(See note A)			33	14 1/4	17
†86, Book Stall .....	12.50	\$13.25	16.00	\$16.75	65	(See note A)			33	14 1/4	17
**87, Book Stall .....	12.00	12.75	15.00	15.75	65	(See note A)			33	14 1/4	17

Additional metal partitions for Nos. 85, 86 and 87 sections, extra, each, 20c.

Inside dimensions No. 55 Section is for clear filing space.

†Full inside measurement. Height of book spaces is adjustable.

\*Without doors. †With two wood paneled doors.

\*\*With two glass doors.

Note A: Space may be divided as desired by adjustable partitions.

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## "Y and E" Storage Sections—Concluded



No. 16. Storage Section, 25 in. deep. With two Paneled Wood doors. See Sectional stack below.



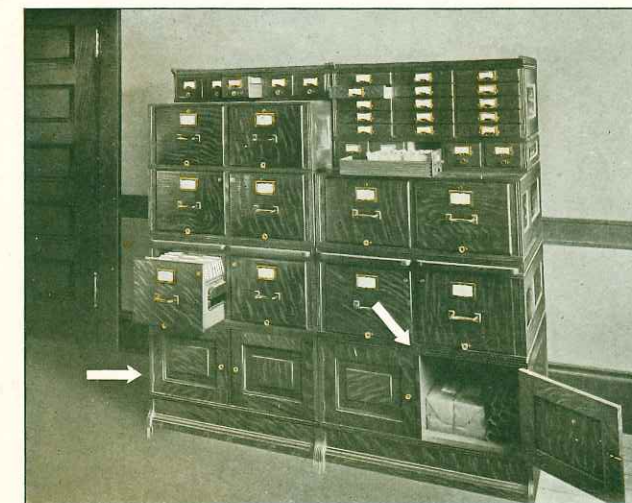
No. 17. Storage Section, 17 in. deep. With two Paneled Wood doors.

### Summary—2 Cupboard Style Storage Sections

Section No. and Style.	Quartered Oak.		Mahogany.		Shipping Wt. lbs.	Inside Dim. each Dr. or Comp't.			Outside Dimensions of Sections.		
	Without Lock.	With Lock.	Without Lock.	With Lock.		Wide in.	High in.	Deep in.	Wide in.	High in.	Deep in.
*17, Low Cupboard.....	\$ 9.50	\$10.25	\$13.00	\$13.75	55	31 3/8	13 1/8	15 1/2	33	14 1/4	17
*16, Low Cupboard.....	13.00	14.50	19.50	21.00	75	15 1/4	12 1/4	23 1/4	33	14 1/4	25

Inside dimensions No. 17 and No. 16 Sections are for clear filing space.

\*Adjustable shelves, each, extra, \$1.25. Specify section for which required, and whether oak or mahogany.



**T**HESE sections with double paneled wood doors are especially for storing stationery and supplies. Note how handily they are placed in the double stack of Vertical, Card Index and Box Drawer Sections illustrated. Note also the Storage Base Section No. 7 on page 56.

Delivered subject to terms on page 4



## No. 90—"Y and E" Desk Section



**W**IDTH, 33 in. Height, 14 1/4 in. Dimensions of writing bed, open, 31 3/8 x 31 3/8 in. Interior of Section is fitted as follows: Contains 1 drawer 9 1/2 x 1 1/8 x 10 1/4 in. inside; 4 openings each 10 x 2 x 11 in., suitable for letter paper, bill heads, and the like; 3 openings each 4 7/8 x 2 x 11 in., suitable for envelopes and similar shaped papers; 3 openings each 1 1/2 x 6 1/2 x 11 in.; 2 pen racks.

**C**LEARANCE beneath openings at each side is 5 in.; clearance at center is 7 in.—sufficient for 5x3 or 6x4 in. Card Tray.

Shipping weight, 90 pounds.

Price, with lock, in quartered oak, \$15.00; mahogany, \$23.00.



### Make-up of This Stack

**A**BOVE the Desk Section here illustrated in a practical stack, is No. 42, 3-Dr. Bill File Section, and No. 29, 5-Dr., 5x3 Card Index Section, together with Low Top No. 12. Below the Desk Section is 2-Dr. Vertical Letter File Section No. 60, and Sanitary Base No. 6, the latter bringing the entire stack to exactly the right height. This "Y and E" Desk Section may be stacked with either 17 in. deep or 25 in. deep Sections.

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Sectional Tops.....54  
Standard and Low Bases.....54  
Sanitary Bases.....55  
Cupboard Base and Sliding Shelves.....56  
Truck Bases.....57  
Invisible Bases.....57  
Vault Equipment.....58-59  
Rapid Roller Copier...60-61  
Sectional Summary 62-63-64

Typical Filing Equipment  
Used by a Business  
Executive  
Double Sectional Stack  
containing Vertical Letter  
Files, Check Files, Legal  
Blank, 5x3 and 6x4 Card  
Index, Bookcase, Storage  
and Document Sections.



# "Y and E" Tops, Bases, and Sliding Shelf Sections

For Both 17 in. deep and 25 in. deep Sections, as Indicated.



No. 10—Standard Top, 17 in. deep.



No. 1—Standard Base, 17 in. deep.



No. 12—Low Top, 17 in. deep.



No. 5—Standard Base, 25 in. deep.



No. 14—Low Top, 25 in. deep.



No. 103—Low Base, 17 in. deep.

## Summary, 3-Top and 3-Base Sections

Section Number.	Quartered Oak Price.	Mahogany Price.	Shipping Weight.	Outside Dimensions.		
				Wide in.	High in.	Deep in.
No. 10, Standard Top....	\$4.50	\$6.00	30 lbs.	33	5	17
No. 12, Low Top.....	3.25	4.50	20 "	33	2	17
No. 14, Low Top.....	4.50	6.00	25 "	33	2	25
No. 1, Standard Base...	2.75	4.00	30 "	33	5	17
No. 5, Standard Base...	3.25	4.75	40 "	33	5	25
No. 103, Low Base.....	1.50	2.00	20 "	33	2	17

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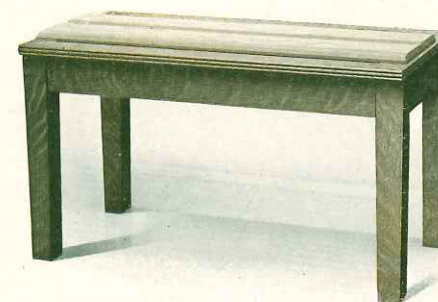
# "Y and E" Sanitary Bases



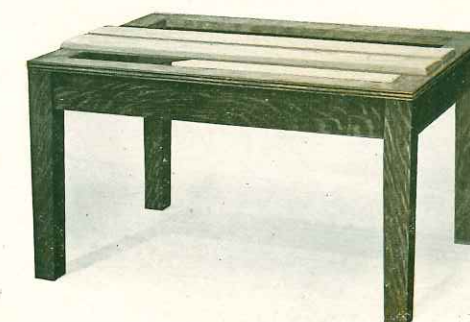
No. 102—Sanitary Base, 17 in. deep.



No. 106—Sanitary Base, 25 in. deep.



No. 2—Sanitary Base, 17 in. deep.



No. 6—Sanitary Base, 25 in. deep.

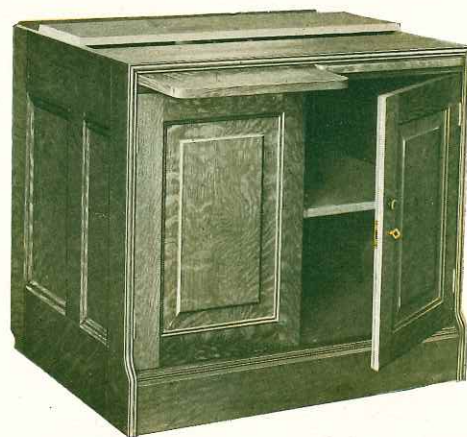
## Summary—4 Sanitary Bases

Section Number.	Quartered Oak Price.	Mahogany Price.	Shipping Weight, Pounds.	Outside Dimensions.		
				Inches Wide.	Inches High.	Inches Deep.
102	\$5.00	\$7.00	40	33	9¾	17
106	5.75	8.00	45	33	9¾	25
2	5.75	8.00	45	33	19¼	17
6	6.50	9.00	50	33	19¼	25

Delivered subject to terms on page 4



## "Y and E" Storage Base and Sliding Shelf Sections



No. 7. Storage Base, 25 in. deep; contains two sliding shelves 15 1/4 in. wide; double door Cupboard, divided by removable horizontal partitions, S. & G. lock.



Storage Section and Base—two combinations (see Summary below).

**T**HE propositions featured on this page are decidedly worth while.

Stationery and supplies run into lots of money. It is profitable to store them as indicated here and also on pages 47 to 51 inclusive. Sliding Shelf Sections save no end of steps in the day's work. These shelves are literally "disappearing tables" and their position in a stack puts them where they will be most handy.



No. 46—Sliding Shelf, 17 in. deep.



No. 78—Sliding Shelf, 25 in. deep.

### Summary—1 Storage, 2 Combinations, 2 Sliding Shelf Sections

Section Number.	Quar. Oak. Price.	Mahog. any. Price.	Ship- ping Wt.	Outside Dimensions.		
				Inches Wide.	Inches High.	Inches Deep.
No. 7, Storage Base, with lock.....	\$22.00	\$30.00	145 lbs.	33	33 3/4	25
No. 17, Storage section and Base No. 1.....	12.25	17.00	85 "	33	19 3/4	17
No. 16, Storage section and Base No. 5.....	16.25	24.25	115 "	33	19 3/4	25
No. 46, Sliding Shelf.....	5.25	7.75	30 "	33	2 3/8	17
No. 78, Sliding Shelf.....	8.00	11.50	50 "	33	2 3/8	25

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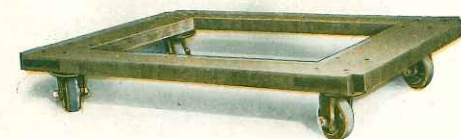
## "Y and E" Truck and Invisible Caster Bases



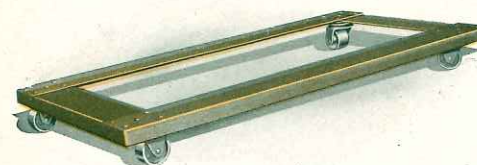
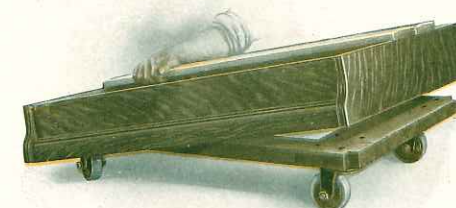
No. 4. Truck Base, 17 in. deep. Handle extra.



No. 8. Truck Base, 25 in. deep. Handle extra.



No. 104. Invisible Caster Base, 17 in. deep.  
No. 108. Invisible Caster Base, 25 in. deep.



No. 401. Invisible Caster Base for Upright Bill Size Sections.  
No. 403. Invisible Caster Base for Upright Letter Size Sections.  
No. 405. Invisible Caster Base for Upright Cap Size Sections.

**T**HE upper pair of bases are for use where the stack is to be run into the vault at night or where it is to be shifted around the office.

The lower ones—the Invisible Caster Bases—are simply designed to make it easy to shift any stack for rearrangement of cabinets or for floor-cleaning. These caster bases work with our regular stock bases, Nos. 1 and 5, and with the Upright Sections, and raise the stack 1/4 inch above the floor.

### Summary—2 Truck Bases; 5 Invisible Caster Bases

Section No.	Quar. Oak Price.	Mahogany Price.	Ship. Wt. Pounds.	Outside Dimensions.		
				Inches Wide.	Inches High.	Inches Deep.
*No. 4, Truck Base.....	\$ 9.00	\$10.00	55	33	5 1/2	17
†Rubber Tire Casters						
*No. 8, Truck Base.....	10.00	11.00	60	33	5 1/2	25
†Rubber Tire Casters						
No. 104, Invisible.....	2.40	.....	25	Fits beneath regular Base No. 1.		
Steel Tire Casters						
No. 108, Invisible.....	2.50	.....	30	Fits beneath regular Base No. 5.		
Steel Tire Casters						
No. 401, Invisible.....	2.50	.....	30	Fits beneath upright Bill Size Sections Nos. 402 or 502.		
No. 403, Invisible.....	2.50	.....	35	Fits beneath upright Letter Size Sections Nos. 404 or 504.		
No. 405, Invisible.....	2.50	.....	40	Fits beneath upright Cap Size Sections Nos. 406 or 506.		

\*For fibre wheels, add \$1.50.

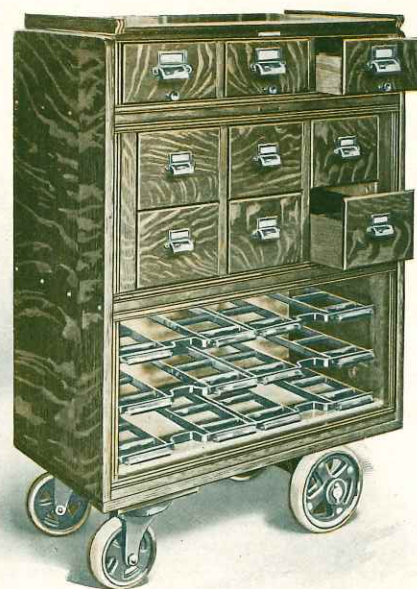
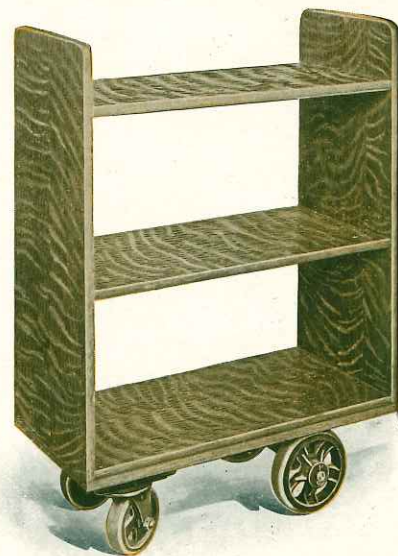
†Iron handle for truck base and braces, extra, \$1.00.



## "Y and E" Vault Truck

**T**HIS vault truck means easy transportation between the office and the vault for records of every kind. Record filing cabinets may be fitted permanently to the truck. Widely used by commercial houses as well as banks.

For books and other flat records, adjustable shelving may be secured. The truck is constructed to hold shelves  $2\frac{1}{2}$  inches or more apart.



Dimensions of truck—35 in. wide, 40 in. high, 18 in. deep outside; contains two compartments, each  $33\frac{1}{4}$  in. wide by  $15\frac{3}{8}$  in. high by  $17\frac{1}{4}$  in. deep inside. Height of body alone, exclusive of casters, 40 in.; shipping weight, 200 lbs.

Price, in golden quartered oak, fitted with two 8 in. truck wheels, rubber-tired, and two 6 in. guide wheels, rubber-tired, with ball-bearing casters, \$30.00.

Same with fibre-tired wheels instead of rubber, \$40.00.

Adjustable shelves, each, extra, \$1.75.

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## Vault Fitted Up With "Y and E" Sectional Filing Equipment



**T**HESE two illustrations show a bank vault fitted up with "Y and E" sections for filing checks, documents, correspondence and other records of every character. Note also the roller book sections for keeping books of record.

Any business house having a vault can economize space in this way to great advantage, for the cabinets more than save the space they occupy by their compact methods of keeping records.

**T**HE vault truck illustrated is fitted with stock sectional cabinets, the drawers of which are used for sorting and filing checks, and the truck and contents are easily rolled into the vault for safe-keeping at night.

We shall be glad to take up with you in detail the planning of an arrangement of "Y and E" stock cabinets to meet your specific requirements.





## "Y and E" Rapid Roller Letter Copier

Why it is Better than the Old Style Letter Press



ONLY a few reasons can be presented here, but these are well worth noting:

1—It makes copies in one-twentieth the time.

2—It makes possible a number of facsimile copies by simply passing original through Copier required number of times.

3—It makes better facsimile copies, eliminating the chance of blurring, since the copying paper is evenly moistened and pressure is uniform.

4—It effects a direct saving of 60 per cent in copying materials alone—thereby refunding its cost in a short time.

### Why it Makes Better Copies than Carbon Method

1—It produces copies made AFTER all corrections and alterations have been made—not before. This means that on your file copy you have a record—secured automatically—of the corrections and signature entered on the original.

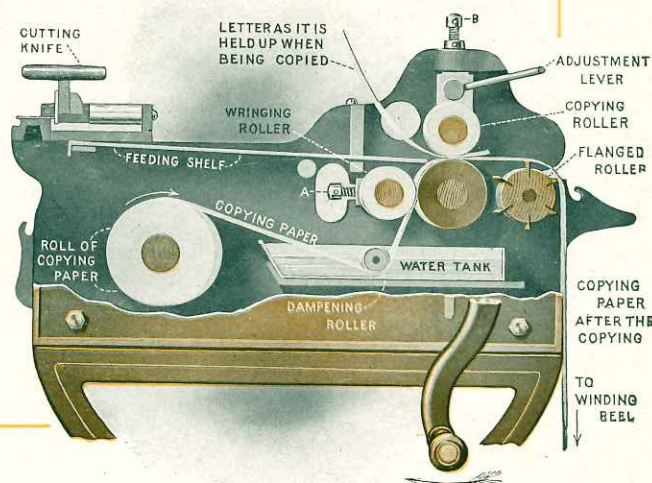
2—Time is saved in correcting several carbon copies, since corrections need be made but once—on the original.

3—Copier copies occupy minimum space in the files.

4—It effects a direct saving of more than 60 per cent in cost of carbon paper and second sheets alone.

Ask for "Y and E" Copier Book No. 310 and sample of actual work.

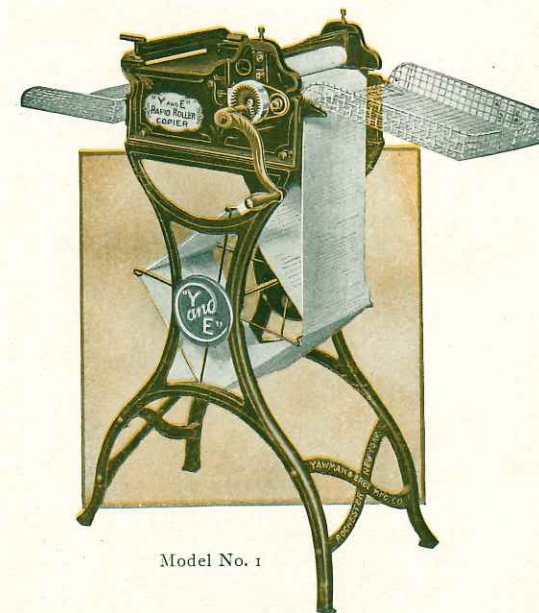
This cut shows the manner in which paper passes from roll into base; first, underneath the dampening-roller, through water in tank; second, up between crank-roller and wringing-roller, where it loses all superfluous moisture; third, between crank-roller and copying-roller, where it receives the matter to be copied; and fourth, over flange-roller down into the base.



## Descriptions and Prices

WE make but one grade of Copier—known as Model E—and that the highest, but we furnish this machine with three different styles of base, and with electric motor for one of these.

Please bear in mind that a "Y and E" Copier is not a toy, but a machine constructed to give lifelong service. Skill and materials can produce no better. Each is the best value obtainable for the amount expended.

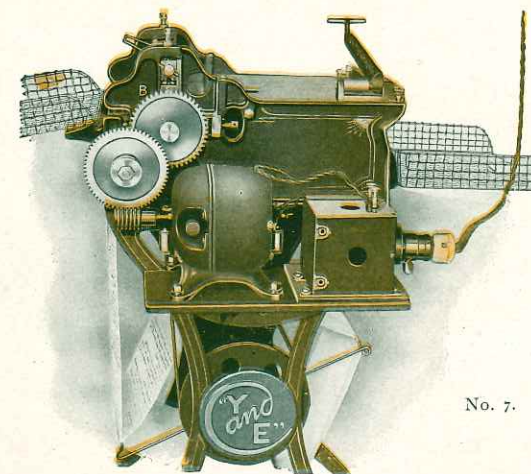


Model No. 1

### Summary

Model No.	Base.	Price.	With Mahogany Base.	Shipping Weight.	Floor Space.
1	Metal	\$30.00		110 lbs.	25 1/4 in. long x 15 3/4 in. wide
2	Quartered Oak, short...	35.00	\$41.00	155 lbs.	24 1/2 in. long x 16 in. wide
3	Oak Cupboard, long...	40.00	47.00	180 lbs.	42 1/2 in. long x 16 in. wide
7	Metal	85.00		150 lbs.	25 1/4 in. long x 15 3/4 in. wide with electric motor.

Prices include Baskets and one Roll Standard White Linen Paper, which will make about 1000 copies.



No. 7.

### Electric Motor Copier

WHERE the volume of correspondence is heavy—250 or more letters per day—the Electric Motor Copier is of valuable service. Where feasible, however, we find it better to install in each department a copier operated by hand, than to concentrate the entire volume of copying at one point. In this way each stenographer can copy during the day all the letters she (or he) writes.

Delivered subject to terms on page 4

For "Y and E" Copying Paper and extra quality Copying Ribbons see Catalog No. 1149



## Complete Sectional Cabinet Price List

No.	Classification.	Quartered Oak.		Mahogany.		See Page
		Without Lock.	With Lock.	Without Lock.	With Lock.	
<b>Tops</b>						
10	5 in. Top for 17 in. Section.....	\$ 4.50	.....	\$ 6.00	.....	54
12	2 in. Top for 17 in. Section.....	3.25	.....	4.50	.....	54
14	2 in. Top for 25 in. Section.....	4.50	.....	6.00	.....	54
<b>Bases</b>						
1	5 in. Base for 17 in. Section.....	2.75	.....	4.00	.....	54
5	5 in. Base for 25 in. Section.....	3.25	.....	4.75	.....	54
103	Low Base for 17 in. Section.....	1.50	.....	2.00	.....	54
4	Base with Rubber-tired Casters for 17 in. Section...	9.00	.....	10.00	.....	57
104	Invisible Caster Base for 17 in. Section.....	2.40	.....	2.40	.....	57
108	Invisible Caster Base for 25 in. Section.....	2.50	.....	2.50	.....	57
401	Invisible Caster Base for Upright Bill Size Section	2.50	.....	2.50	.....	57
403	Invisible Caster Base for Upright Letter Size Section	2.50	.....	2.50	.....	57
405	Invisible Caster Base for Upright Cap Size Section	2.50	.....	2.50	.....	57
2	Sanitary Base, 19 1/4 in. high, for 17 in. Section.....	5.75	.....	8.00	.....	55
6	Sanitary Base, 19 1/4 in. high, for 25 in. Section.....	6.50	.....	9.00	.....	55
102	Sanitary Base, 9 1/4 in. high, for 17 in. Section.....	5.00	.....	7.00	.....	55
106	Sanitary Base, 9 1/4 in. high, for 25 in. Section.....	5.75	.....	8.00	.....	55
7	Storage Base, 33 1/2 in. high, 25 in. deep.....	\$22.00		\$30.00		56
8	Base with Rubber-tired Casters for 25-in. Section...	10.00	.....	11.00	.....	57
<b>Shelves—Sliding and Adjustable</b>						
46	2 Sliding Shelves for 17-in. Section.....	5.25	.....	7.75	.....	56
78	2 Sliding Shelves for 25 in. Section.....	8.00	.....	11.50	.....	56
	Adjustable Shelves for Sections Nos. 15, 17, 52, 53, 55 and 115.....	1.25	.....	1.25	.....	
<b>Bookcase or Storage</b>						
15	17 in. deep Storage with 2 Glass Doors.....	9.00	9.75	12.00	12.75	49
115	17 in. deep Double-height Storage Section with 2 Glass Doors.....	14.00	14.75	20.00	20.75	48
55	17 in. deep Storage Section without Door.....	4.75	.....	6.25	.....	50
52	17 in. deep Storage Section with Glass Door.....	7.50	8.25	9.75	10.50	48
53	17 in. deep Storage Section with Paneled Wood Door	8.00	8.75	12.00	12.75	48
16	25 in. deep Storage Section, 2 Paneled Wood Doors.	13.00	14.50	19.50	21.00	51
17	17 in. deep Storage Section, 2 Paneled Wood Doors.	9.50	10.25	13.00	13.75	51
7	Storage Base, 33 1/2 in. high, 25 in. deep.....	22.00		30.00		56
<b>Card Index ††</b>						
29	5-Dr. 5x3 Card Section.....	8.25	11.00	11.75	14.50	29
30	15-Dr. 5x3 Card Section.....	21.25	25.25	27.25	31.25	29
32	4-Dr. 6x4 Card Section.....	8.25	10.75	12.00	14.50	29
34	8-Dr. 6x4 Card Section.....	16.00	19.00	21.00	24.00	29
35	3-Dr. 8x5 Card Section.....	8.50	10.50	12.25	14.25	29
36	6-Dr. 8x5 Card Section.....	15.00	17.75	20.00	22.75	29
38	5-Dr. 5x8 Card Section.....	13.00	15.75	17.00	19.75	29
<b>Check Files</b>						
44	6 Check Files.....	15.00	17.75	21.00	23.75	36
45	3 Check Files.....	9.25	11.25	12.25	14.25	36
<b>Commercial Report</b>						
39	3-Dr. Commercial Report File.....	8.75	10.75	11.00	13.00	40
40	6-Dr. Commercial Report File.....	15.00	17.75	18.00	20.75	40
<b>Daily Reports</b>						
73	Section with 12 Daily Report Boxes, Letter Size...	14.00	.....	17.00	.....	41
73	Section without Boxes, Letter Size.....	8.50	.....	11.50	.....	41
	Boxes only, 50c each; \$6.00 dozen.					
74	Section with 12 Daily Report Boxes, Cap Size.....	16.00	.....	19.00	.....	41
	Boxes only, 65c each; \$7.80 dozen.					

†† Rodless. If Flat or Round Rods are desired, add 25c per dr.

## Complete Sectional Cabinet Price List—Continued

No.	Classification.	Quartered Oak.		Mahogany.		See Page
		Without Lock.	With Lock.	Without Lock.	With Lock.	
<b>Document and Pigeonhole</b>						
24	6 Document File, dump suspension.....	\$14.00	\$16.50	\$18.00	\$20.50	38
28	6 Document Files, <i>genuine Lang.</i> .....	13.00	15.50	17.00	19.50	38
71	Section with 18 Pigeonhole Boxes, wood front, 17 in. deep.....	13.00	.....	19.00	.....	39
71	Without Boxes.....	8.00	.....	12.50	.....	
	Oak Boxes only, 30c each, \$3.60 dozen.					
	Mahogany Boxes only, 45c each, \$5.40 dozen.					
<b>Insurance Policy</b>						
63	4-Dr. Insurance Policy, 25 in. deep (with reducing rail)	17.00	20.00	24.00	27.00	45
<b>Legal Blank</b>						
48	Section containing 1 Single and 1 Double Legal Blank Drawer.....	3.75	.....	5.75	.....	44
50	Section containing 7 Single and 7 Double Legal Blank Drawers.....	14.50	18.00	21.00	24.50	44
<b>Loose Sheet</b>						
21	3-Dr. Loose Sheet, without Indexes.....	6.50	8.50	9.00	11.00	12
	Same with Suspension Attachment on Files.....	7.00	9.00	9.50	11.50	12
22	9-Dr. Loose Sheet, without Indexes.....	14.00	17.50	18.00	21.50	12
	Same with Suspension Attachment on Files.....	15.50	19.00	19.50	23.00	12
<b>Map Routing Section</b>						
88	Map Section with maps and indexes.....	25.50	.....	30.00	.....	42
88	Map Section without maps and indexes.....	22.50	.....	27.00	.....	42
89	4-Dr. Map Section, with maps and indexes.....	15.75	.....	.....	.....	42
89	4-Dr. Map Section, without maps and indexes.....	14.25	.....	.....	.....	42
<b>Portfolio</b>						
75	2-Dr. Portfolio, 25 in. deep.....	21.00	22.50	30.00	31.50	45
<b>Shannon</b>						
18	9-Dr. Shannon, Cap Size Drawers, with indexes....	16.75	20.25	22.00	25.50	10
19	3-Dr. Shannon, Letter Size Drawers, with indexes.	6.50	8.50	9.00	11.00	10
20	9-Dr. Shannon, Letter Size Drawers, with indexes.	16.25	19.75	21.00	24.50	10
23	3-Dr. Shannon, Cap Size Drawers, with indexes....	6.75	8.75	9.50	11.50	10
<b>Vertical</b>						
42	3-Dr. Bill File Section.....	12.00	14.00	15.00	17.00	16
*54	2-Dr. Vertical, 17 in. deep.....	13.50	15.00	17.50	19.00	16
*59	2 Vertical File Drawers, 25 in. deep, Letter Size.....	15.75	17.25	20.00	21.50	16
159C1	1 Vertical File Drawer and 4 5x3 Card Index Drs....	20.75	23.50	26.50	29.25	16
*60	Same as No. 59, but with Reducing Rail.....	16.75	18.25	21.25	22.75	16
160C1	Same as No. 59C1, but with Reducing Rail.....	21.75	24.50	27.75	30.50	16
*94	2 Vertical File Drawers, 17 in. deep, Cap Size.....	18.00	19.50	22.00	23.50	17
100	2 Vertical File Drawers, 25 in. deep, Cap Size.....	23.00	24.50	27.50	29.00	17
402	5-Dr. Upright Vertical Section, Bill Size, without ends.....	32.00	35.25	40.00	43.25	21
404	4-Dr. Upright Vertical Section, Letter Size, without ends.....	28.00	31.00	33.50	36.50	21
1404C1	3-Dr. Upright Vertical Section, Letter Size, with 4 5x3 C. I. Drawers, without ends.....	33.00	37.00	40.00	44.00	21
406	4-Dr. Upright Vertical Section, Cap Size, without ends.....	30.00	33.00	37.00	40.00	21
406D1	3 Cap Size Vertical Drawers, and 1 drawer with 3 Document Compartments.....	32.25	35.25	39.25	42.25	21
406D2	2 Cap Size Vertical Drawers, and 2 drawers with 3 Document Compartments, each.....	34.50	37.50	41.50	44.50	21
406D3	1 Cap Size Vertical Drawer, and 3 drawers with 3 Document Compartments, each.....	36.75	39.75	43.75	46.75	21
406D4	4 Cap Size Vertical Drawers, each with 3 Document Compartments.....	39.00	42.00	46.00	49.00	21
408	Upright Storage Section, with adjustable shelves... Ends for No. 400 Upright Vertical Sections, per pair.....	18.00	.....	.....	.....	18
		10.00	.....	14.00	.....	21

\* Locked with separate Lock on each Drawer.

† 4-Card Index Drawers have combination lock: Vertical Drawer has separate lock.



# Complete Sectional Cabinet Price List—Concluded

No.	Classification.	Quartered Oak.		Mahogany.		See Page
		Without Lock.	With Lock.	Without Lock.	With Lock.	
502	5-Dr. Bill Size Section, without ends, Com. Grade.	\$23.00	\$26.25	.....	.....	21
504	4-Dr. Upright Vertical Section, Letter Size, without ends, Com. Grade.	20.00	23.00	.....	.....	21
506	4-Dr. Upright Vertical Section, Cap Size, without ends, Com. Grade.	21.50	24.50	.....	.....	21
	Ends for No. 500 Vertical Sections, per pair	7.25	.....	.....	.....	21
	<b>Desk, Book Stall and Roller Book Shelf</b>					
90	Desk Section.	.....	15.00	.....	\$23.00	52
85	Book Stall Section, without doors.	7.75	.....	\$ 9.25	.....	50
86	Book Stall Section, with doors.	12.50	13.25	16.00	16.75	50
87	Book Stall Section, with Two Glass Doors.	12.00	12.75	15.00	15.75	50
83	Roller Book Shelf Section.	15.00	.....	16.50	.....	50
	<b>Box Drawer</b>					
76	2 Box Drawers, 25 in. deep.	13.00	14.50	19.00	20.50	46
64	4 Box Drawers, 17 in. deep.	11.75	14.75	15.00	18.00	46
66	3 Box Drawers, 17 in. deep.	5.50	7.50	8.00	10.00	46
67	9 Box Drawers, 17 in. deep.	14.00	17.50	19.00	22.50	46
69	15 Box Drawers, 17 in. deep.	15.00	19.00	20.00	24.00	46
	<b>9-16 inch Thick Finished Backs for Sections</b>					
2T	Plain Finished Backs for 2 in. Tops, each.	.65	.....	1.10	.....	..
2 $\frac{3}{8}$	Plain Finished Backs for 2 $\frac{3}{8}$ in. Sections, each.	.65	.....	1.10	.....	..
4 $\frac{1}{4}$	Paneled Backs for Section 4 $\frac{1}{4}$ in. high, each.	1.00	.....	1.70	.....	..
5E	Plain Finished Backs for 5 in. Bases, each.	.90	.....	1.60	.....	..
5T	Plain Finished Backs for 5 in. Tops, each.	1.00	.....	1.70	.....	..
6	Paneled Backs for Section 6 in. high, each.	1.25	.....	2.25	.....	..
7 $\frac{1}{8}$	Paneled Backs for Section 7 $\frac{1}{8}$ in. high, each.	1.50	.....	2.50	.....	..
7 $\frac{1}{2}$	Paneled Backs for 7 $\frac{1}{2}$ in. Section, each.	1.50	.....	2.50	.....	..
9 $\frac{1}{2}$	Paneled Backs for 9 $\frac{1}{2}$ in. Section, each.	1.65	.....	3.00	.....	..
11 $\frac{1}{8}$	Paneled Backs for Section 11 $\frac{1}{8}$ in. high, each.	1.75	.....	3.25	.....	..
14 $\frac{1}{4}$	Paneled Backs for Section 14 $\frac{1}{4}$ in. high, each.	2.00	.....	4.00	.....	..
33 $\frac{1}{2}$	Paneled Backs for No. 7 Base, each.	5.00	.....	7.50	.....	..

## "Y and E" System Service and the "Y and E" Idea About Salesmen

THE "Y and E" idea about System is that the indexing methods should definitely help to carry out the big general purpose of the work in hand. In a selling organization one should consider whether the indexing of letters and records can be made to simplify the getting of SALES STATISTICS of various kinds, instead of merely considering whether the records can be indexed by name or by locality and so on. In a factory the indexing should help to determine the *economy* of output, as well as its mere volume. No need to elaborate—You get the idea. "Y and E" System means two things: Classification through indexing, and tabulation of facts through the arrangement of a record form.

THE "Y and E" idea of a salesman is a representative trained to give definite and valuable information on these

subjects. The "Y and E" selling policy is to have our representatives give such information with such courtesy and consideration for the customer that the latter may feel PERFECTLY FREE to consult a "Y and E" man without feeling that he has unchained a human bulldog who will attach himself until he gets an order!

This "Y and E" selling organization is supplemented by a thorough-going System Department, and by trained mail order correspondents at the Home Office.

Any business or professional man—anywhere—may freely secure "Y and E" System suggestions direct through a representative or by mail. Fact-giving printed matter about indexing and filing methods and typical samples of record forms suited to different uses will be furnished on request and without charge.

**YAWMAN AND ERBE MFG. CO.**

For list of Filing Equipment Stores see page 1





